



# Handbook for UKCP Registration via ADMP

## Index

<b>1. Introduction</b>	p.3
<b>2. Registration Categories</b>	p.4
<b>3. ADMP Additional Training</b>	p.6
<b>4. ADMP and ADMP+UKCP Accredited Supervision Training</b>	p.8
<b>5. Portfolio</b>	p.10
<b>6. How to Apply</b>	p.13
<b>7. Accreditation Process and Appeals Procedure</b>	p.15
<b>8. Contact Us</b>	p.18
<b>Appendix</b>	p.19

## **Abbreviations used throughout this Handbook**

**DMP:** Dance Movement Psychotherapy

**ADMP:** Association for Dance Movement Psychotherapy in the UK

**HIPC:** Humanistic and Integrative Psychotherapy College

**UKCP:** UK Council for Psychotherapy

**OM:** Organisational Member

**AC:** Accreditation Committee (ADMP committee for UKCP registrations)

**EC:** Executive Council

**RDMP:** Registered Dance Movement Psychotherapist

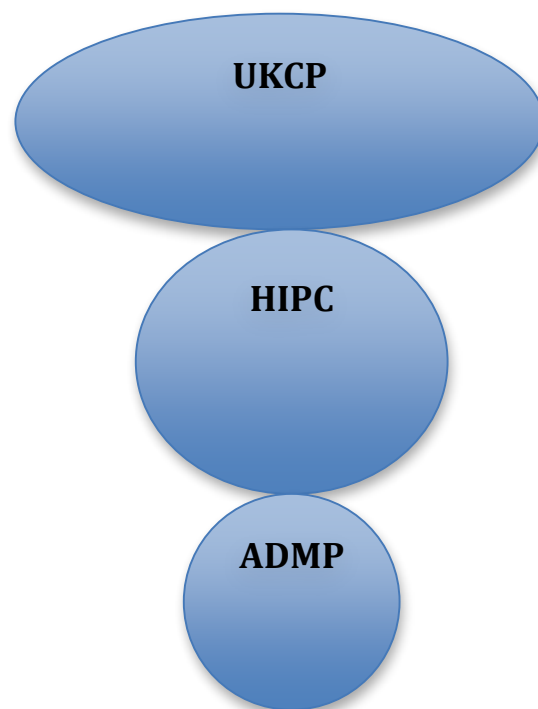
**SrDMT/P:** Senior Dance Movement Therapist/Psychotherapist

## 1. Introduction

In October 2015 ADMP was accepted as an OM of UKCP and HIPC College. This means that ADMP members can apply for UKCP registration and call themselves 'UKCP Registered Dance Movement Psychotherapist'.

HIPC is the biggest College in UKCP and it includes disciplines that are akin to DMP, such as Psychodrama and Body Psychotherapy. From its name you can see that it is a College that aims for the *integration of disciplines*.

Here is the overall structure and where ADMP is situated:



This handbook explains the different categories that are eligible for UKCP registration as well as the application process. The humanistic and integrative nature of HIPC is also highlighted throughout this handbook with all requirements asking for some connection to *humanistic and integrative psychotherapy* theory.

We hope you find all the information helpful and you see the application process as part of your continuous reflective journey as a dance movement psychotherapist who will now belong in the 'big' family of psychotherapists, UKCP.

## **2. Registration Categories**

- **Trainee Member** (title used when having obtained this level of registration:  
*UKCP Trainee Member*)

To be eligible for UKCP trainee member status you must have graduated from one of the ADMP accredited training programmes and be a practicing and registered member of ADMP. You must also be in the process of completing practice hours and/or other requirements as listed below before applying for full clinical membership.

- **Full Clinical Member** (title used when having obtained this level of registration:  
*UKCP Registered Dance Movement Psychotherapist*)

### ***Category A: Grandparenting route***

**All SrDMT/P** practitioners who registered as SrDMT/P prior to 2009 (or soon after) will proceed straight to UKCP registration.

(NB. They will have had to show evidence of 4 years personal therapy, additional clinical hours and supervision, submitted a clinical paper and proof of additional CPD/training hours when applying for their SrDMT/P status, thus the automatic registration with UKCP.)

They will need to submit:

- a UKCP application form with the equivalent fee.

This category also includes **RDMP practitioners who are already UKCP registered** with an OM and would like to either register also with ADMP as a UKCP OM, or transfer from their current OM to ADMP as their UKCP OM.

They will need to:

- email the AC ([ac-ukcp@admp.org.uk](mailto:ac-ukcp@admp.org.uk)) with their intention to either add ADMP as their second OM or transfer their membership and make ADMP their primary OM.

### ***Category B: APEL route***

**All RDMP practitioners who graduated with a Masters before (or in) 2009 and maintained their professional registration will need to provide a portfolio with:**

- copies of all their degrees
- evidence of four years personal therapy and minimum 40 hours per year
- letter of support from their clinical supervisor(s) giving hours of practice/supervision
- clinical log (minimum 450 clinical hours and 75 supervision hours, starting from the beginning of their training) signed by their clinical supervisor(s)
- CPD log for the last 5 years (plus scanned copies of 'certificates of attendance' for at least 50 hours of the total CPD hours)
- clinical paper
- recorded reflective movement practice presentation
- a UKCP application form with the equivalent fee

This category also includes those **RDMP practitioners who graduated with a PGDip before 2009** and then obtained their **Masters before or after 2009**.

### ***Category C: pre-2009 RDMP practitioners with PGDip only and after 2009 RDMP practitioners***

**All RDMP practitioners who graduated with a PGDip before 2009 (but did not continue with the Masters) OR those who graduated with a Masters after 2009 and maintained their professional registration, can follow one of the following routes:**

(C1) do the ADMP additional training (Masters level) of 67 hours and submit a portfolio with the documents listed below.

(C2) do one of the ADMP accredited supervision trainings PLUS three (3) modules of the ADMP additional training (NB: modules 1 and 2 are mandatory and a third one can be chosen from the list of the rest of modules) and submit a portfolio with the documents listed below.

(C3) submit evidence of fulfilment of any Masters/PhD in psychotherapy/counselling studies and submit a portfolio with the documents listed below.

- copies of all their degrees (categories C2 and C3 will have to provide the equivalent copies of their extra degrees too)
- evidence of four years personal therapy and minimum 40 hours per year
- letter of support from their clinical supervisor(s) giving hours of practice/supervision
- clinical log (minimum 450 clinical hours and 75 supervision hours, starting from the beginning of their training) signed by their clinical supervisor(s)
- CPD log for the last 5 years (plus scanned copies of 'certificates of attendance' for at least 50 hours of the total CPD hours)
- clinical paper
- recorded reflective movement practice presentation
- certificate of attendance of parts (see category C2) or the entire (see category C1) ADMP additional training
- a UKCP application form with the equivalent fee

### **3. ADMP Additional Training**

#### ***Introduction***

This training is a continuation of the ADMP accredited Masters and Post Graduate Diploma trainings and comprises of contemporary humanistic and integrative psychotherapy developments and themes with reflexive movement practice (practical processes which explore the theme in relation to the moving body and its connection to professional development and safe ethical practice).

This additional training is required for application for UKCP registration via ADMP (see categories C 1 and 2). The modules included in this training are directly related to UKCP/ HIPC requirements. The combined teaching by humanistic/integrative psychotherapists and dance movement psychotherapists will enable students to understand both the general learning and how it relates to their creative and embodied practice. It aims to meet the hour equivalence to other talking therapies trainings that give direct accreditation with UKCP as well as to create a bridge with the current trends in the humanistic and integrative psychotherapy fields.

It is accredited and run by ADMP and taught by both dance movement psychotherapists and verbal psychotherapists registered with UKCP to ensure a Masters level training.

The philosophy of this training is influenced by the current socio-political changes in the psychotherapy field in the UK and internationally. The theoretical framework is integrative with special emphasis on the role of relationality and embodiment in themes such as diversity, suicidality, bereavement and trauma.

Successful completion of this programme provides the additional training required in order to apply for UKCP accreditation and students will be awarded a certificate of attendance.

The training consists of 67 hours of tuition organised in intensive weekends of 13.5 hours each.

\*For more details on this additional training (i.e. fees, tutors, location, etc.), please check the ADMP website where announcements will be uploaded.

### ***Eligibility to apply***

Students must have successfully completed one of the ADMP accredited Masters or Post Graduate Diploma trainings.

### ***Course content***

The following is a summary of the modules taught in the training and gives students an overview of the themes covered:

1. Diversity (subject areas include: cultural, ethnic, gender, sexual, physical and mental ability and socio-economic diversity).
2. Integrative psychotherapy models: history and theory
3. Contemporary approaches to psychotherapy and DMP (philosophical and psychotherapeutic foundations – context and history)
4. Self-harm and suicide
5. Death and bereavement
6. Integrative assessment, diagnosis and treatment planning
7. Integrative and embodied approaches to working with refugees and migrants.

## ***Aims***

- 1) to include identified subject areas particularly relevant to current socio-political developments in the wider field of psychotherapy
- 2) to update practitioners on contemporary integrative and humanistic psychotherapeutic theories
- 3) to develop reflexive movement practices experienced within the core (Masters or PGDip) training period and informed by the theory taught in the additional training. This practice involves a commitment to engage in a developmental process over time, deeply exploring one's own relational moving body that informs and deepens clinical practice.

## ***Attendance***

The expected attendance is 80%. In cases of more than 20% absence, ADMP reserves the right to deny students the certificate of attendance.

## ***Course evaluation***

Students will complete anonymous evaluation forms for each module. These will be collected by the ADMP Administrator.

## ***Grievance and complaints procedure***

Students can make a complaint in connection to the training to the Council, which oversees the training.

\* The UKCP external moderator will act upon any issues concerning the additional training and any processes connected with UKCP applications and registered members.

## **4. ADMP and ADMP+UKCP Accredited Supervision Trainings**

There are two (2) ADMP accredited supervision trainings and one (1) ADMP *and* UKCP accredited one:



## **ADMP Accredited Supervision Trainings**

### **(1) University of Roehampton**

**Contact Person:** Dr Beatrice Allegranti

**Telephone:** 020 8392 3377

**E-mail:** b.allegranti@roehampton.ac.uk

**Address:** Whitelands College, Holybourne Avenue, London, SW15 4JD

**Website:** www.roehampton.ac.uk

**Duration:** 1 year

### **(2) Dance Voice**

**Contact Person:** Linsey Clark

**Telephone:** 0117 9532055

**E-mail:** linsey@dancevoice.org.uk

**Address:** Quaker Meeting House, Wedmore Vale, Bedminster BS3 5HX

**Website:** www.dancevoice.org.uk

**Duration:** 8 months

## **ADMP and UKCP Accredited Supervision Training**

### **London Centre for Psychodrama: Diploma in Creative Approaches to Supervision**

**Contact person:** Anna Chesner

**Telephone:** 020 7515 6342

**E-mail:** anna@londoncentreforpsychodrama.org

**Address:** c/o Cawley Centre, Maudsley Hospital, London, SE5 8AZ

**Website:** www.londoncentreforpsychodrama.org

**Duration:** 7 months

## 5. Portfolio

- *Copies of all degrees (i.e. MA/MSc/PGDip in DMP/DMT and any other qualifications – see categories C2 and C3)*
- *Evidence of total 4 years therapy and minimum 40 hours per year*

Applicants need to have accumulated the required hours of personal therapy during and after their MA/PGDip studies.

*\*Pre-training personal therapy* hours can only be considered if contact was substantial (i.e. a period of at least 2 years of weekly, or more frequent, consecutive sessions) and was completed within a maximum of 2 years prior to commencing training.

Evidence can be in the form of a ‘To whom it may concern’ letter from the applicant’s therapist(s), declaring the number of hours, frequency of sessions, period covered and the modality and professional registration of the therapist.

The therapist’s credentials and qualifications must be mentioned in their letter.

Personal therapy should be within the psychodynamic, humanistic, existential or integrative theoretical schools. Since ADMP as a UKCP organisational member belongs to the Humanistic and Integrative Psychotherapy College (HIPC), it is suggested that for the purposes of UKCP registration applications, candidates experience more than one therapy modality (e.g. psychodynamic and humanistic psychotherapy).

Applicants must see a therapist registered as a private practitioner with the Association for Dance Movement Psychotherapy (ADMP) or registered with the United Kingdom Council for Psychotherapy (UKCP), the British Association for Music Therapy (BAMT), the British Association of Drama Therapists (BADth) and the British Association of Art Therapists (BAAT), the British Psychoanalytic Council (BPC).

In the case of a BACP registered therapist, confirmation that the therapist has done a psychotherapy training is required.

- *Letter of support from clinical supervisor(s) giving hours of practice/supervision*

The clinical supervisor(s) here need to give a short description of their work with the

applicant (i.e. number of hours, frequency of sessions, period covered, clinical hours and supervision ratio) their modality and professional registration.

The supervisor(s) also need to give reasons why the applicant is eligible for UKCP registration and how they have seen their professional development.

The supervisor(s)'s credentials and qualifications must be mentioned in their letter.

One to one or group supervision, with a recognised supervisor, is required consistently for the first 5 years of practice (in the ratio of six hours of client contact hours to one hour of supervision – 6:1). Subsequently this requirement may be adapted to suit individual needs such as with peer supervision. Supervision is a requirement for all practitioners and does NOT form part of the required CPD hours.

Applicants must be supervised by a supervisor registered as a supervisor with the Association for Dance Movement Psychotherapy (ADMP) or with the United Kingdom Council for Psychotherapy (UKCP).

In the event of an applicant opting to have a non-ADMP/UKCP (e.g. British Psychoanalytic Council – BPC, British Association for Counselling and Psychotherapy – BACP or British Association for Music Therapy – BAMT, British Association of Drama Therapists – BADth, British Association of Art Therapists – BAAT) supervisor, the qualifications of the supervisor must be ascertained. This means that the supervisor has had supervision training and is registered with their professional association.

Supervision should be within the psychodynamic, humanistic, existential or integrative theoretical schools.

- *Clinical log (minimum 450 clinical hours and 75 supervision hours, starting from the beginning of their training) signed by the clinical supervisor(s)*

A breakdown of the applicant's clinical hours per year, with description of settings, type of work (ie. individual or group sessions) and duration of sessions.

Also, a breakdown of the candidate's supervision hours per year. Please note that the ratio of supervision hours to clinical hours is 1:6 (one supervision hour per 6 clinical hours).

The log needs to be signed by the candidate's current clinical and previous supervisor(s). The candidate must submit proof of the clinical and supervision hours fulfilled during their core DMP training (e.g. the log they had submitted for their placement portfolios during their trainings, etc.).

- *CPD log for the last 5 years (plus scanned copies of 'certificates of attendance' for at least 50 hours of the total CPD hours)*

Applicants' log of all CPD hours alongside scanned copies of 'certificates of attendance' (50 hours at least) for the last 5 years should be highlighting how their practice has been informed by diverse and contemporary humanistic and integrative psychotherapy theories as well as an ongoing understanding of movement practices and theories in connection to DMP and psychotherapy.

- *Clinical paper*

This paper could contribute to the body of knowledge in DMP and should make reference to relevant supporting literature. It will take the form of a case study and will be firmly rooted in the theory and practice taught in the core DMP training, ADMP additional training, CPD and the candidate's independent study over the years. It will be connected to the candidate's clinical practice and area of expertise. In other words, applicants need to demonstrate their in-depth knowledge of theory as this is applied in their creative and embodied practice as well as how they integrate several theoretical schools in their practice, reflection and continuing professional development.

The paper will demonstrate evidence of applicants' ability to:

- Critically consider the therapeutic relationship in a verbal and non-verbal way and support clinical ideas within a clear theoretical framework
- Reflect upon the ways in which the values, beliefs, wider systems of the therapeutic setting and society influence the work itself
- Articulate examples of the intersubjective nature of moving bodies
- Frame the dynamic relational processes within relevant and referenced literature

- Adhere to current professional code of practice and be attentive to contemporary issues of diversity, as well as to safe practice (reference to how supervision influenced the applicant's practice is necessary)

- Integrate the new knowledge from the additional training, CPD, additional Masters/PhD, etc.

### Format of clinical paper

The paper shall be between 4,500-5,500 words in Times New Roman 12. Typescript to be 1.5 line spaced and pages numbered. References to be included and formatted in the Harvard referencing system. Word count to be included at the end.

- *Recorded reflective movement practice presentation*

A succinct creative movement piece based upon the applicant's reflective personal movement practice in connection to the case study of their clinical paper (submitted with a password-protected Vimeo/YouTube link). Applicants will evaluate their own journey as clinicians, how they have engaged with movement to monitor and attend to the personal, interpersonal and transpersonal dimensions of moving bodies. They will also articulate their current learning, areas for development, areas to prioritise and connections to professional development.

The video shall be no longer than 5 minutes and accompanied by a 500 word description reflecting the above mentioned points.

- *Copies of the certificate of attendance of parts (see category C2) or the entire (see category C1) ADMP additional training*
- *A UKCP application form with the equivalent fee*

## **6. How to Apply**

### **➤ Trainee membership**

To apply, please complete, sign and post the 'Trainee Membership' application form to the registered ADMP address.

➤ **Full clinical membership**

**Category A**

SrDMP members of this category need to complete, sign and post the 'Full Clinical Membership' application form to the registered ADMP address.

Plus the fee of £20 (see methods of payment at the end of this section).

**Categories B and C1, 2, 3**

Members of these categories will need to submit to the AC electronically ([ac-ukcp@admp.org.uk](mailto:ac-ukcp@admp.org.uk)):

- (1) their portfolios (see section 2 of this handbook for a list of the required documents and section 5 for more details on each portfolio requirement) and
- (2) checklist (see appendix)

All original documents should be sent scanned in pdf format.

Applicants for these categories also need to complete, sign and post the 'Full Clinical Membership' application form to the registered ADMP address.

Plus the fee of £150 (see methods of payment at the end of this section).

*\*All applications will be processed by the AC within 3 months of their receipt.*

*\*\*Both 'Trainee' and 'Full Clinical Membership' application forms can be found on the ADMP website.*

Fees for the 'Full Clinical Membership' applications can be paid either by cheque made payable to 'The Association for Dance Movement Psychotherapy UK Ltd.' (*Please send to: C/o Mrs Mary-Jane Middlehurst, 27 Fairfield Park Road, Bath BA1 6JP*) alongside a note indicating that this is a cheque for your UKCP application.

OR by bank transfer to:

The Association for Dance Movement Psychotherapy UK or ADMP UK

HSBC Bank Plc.

Account number 11245317

Sort code: 40-01-07

→ Please remember to indicate with a short note on your 'Full Clinical Membership' application which of the two methods of payment you have chosen.

## **7. Accreditation Process and Appeals Procedure**

### **Accreditation Process**

Applications are received by the Chair of the AC who allocates them to two AC members who have declared no conflict of interest in relation to each specific application.

The two AC members assess independently whether the candidate is eligible for UKCP registration and, if required, can invite the applicant for interview.

The decision is then announced to the whole of the AC who then announce the result to the Council. The next step is for the AC to give the candidate's name to HIPC and UKCP to include them in their register. The candidate then receives all registration paperwork and invoice for payment directly from UKCP.

### **Appeals Procedure**

#### ***Grounds for appeal***

Applicants can appeal if:

- The procedures were not carried out correctly
- The procedures were not clear
- Significant new evidence has come to light
- The individual has not been provided with the correct and up-to-date procedures

#### ***Process***

Applicants can appeal to the AC if any of the above mentioned reasons occurred before, during and after their application.

The screening process will be facilitated by the Council in collaboration with the AC to assess whether the appeal should go forward. The Council will act as an external eye.

The assessors who made the decision will not take part in the screening process although they are members of the AC.

In the case of applications for review, AC will allocate a new panel of assessors – maintaining attention to conflict of interest - from within the committee and will invite the applicant for interview.

*\* The UKCP external moderator will act upon any issues concerning the additional training and any processes connected with UKCP applications and registered members.*

***What the applicant needs to do first***

The applicant needs to email the AC and also send a hard copy of their email and documentations to the ADMP Administrator with their intention to appeal (Subject: Appeal to AC UKCP). They should include their contact details and a letter in which they describe in detail the grounds of their complaint and if needed to document any of their arguments.

***Step by step policy***

<b>STAGE OF APPEAL</b>	<b>RESPONSIBLE BODY</b>	<b>TIME FRAME</b>	<b>EXPECTED OUTCOME</b>
1. The applicant follows the instructions of the section ‘what the applicant needs to do first’	The AC and the ADMP administrator receive the appeal  AC and Council	30 days from the applicant’s interview/ the rejection of their application due to not fulfilling the criteria	The applicant’s right to appeal on one of the four grounds is honoured and the appeal process begins
2. The Council, in collaboration with the AC, assesses whether the appeal should go forward	First: Council Second: AC  *The External Moderator is involved in all procedures too	30 days from the receipt of the appeal	The applicant will be informed in writing about the decision



<p>3.</p> <p>a) If the appeal goes forward, the Council checks the grounds and, if required, asks the AC for a response about the appeal</p> <p>b) The Council decides whether to ask the AC to arrange another interview with a Council member (with no conflict of interest) and the External Moderator involved OR to ask the applicant for any additional documentation and for the AC to review their case</p>	<p>a) Council only</p> <p>b) Council, AC and the External Moderator</p> <p>*The External Moderator is involved in all procedures too</p>	<p>30 days from the decision on stage 2</p>	<p>The applicant will be informed in writing they need to submit additional documentation OR whether they are invited for another interview</p>
<p>4. In cases of extra required documentation or of another interview, the AC reviews the new data and reports back to the Council and the External Moderator, and a final decision is made</p>	<p>AC, Council and the External Moderator</p>	<p>30 days from the receipt of additional documentation/interview</p>	<p>The applicant will be informed in writing whether their application has been accepted and therefore can register with UKCP OR whether their application is declined.</p>

## **8. Contact us**

For any enquiries, please email the AC at [ac-ukcp@admp.org.uk](mailto:ac-ukcp@admp.org.uk)

# Appendix

## UKCP Registration Application

### (Checklist)

Applicant's category

B  C1  C2  C3

Copies of degrees

Evidence of personal therapy

Clinical supervisor's letter of support

Clinical log

CPD log and CPD certificates of attendance

Clinical paper

Recorded reflective movement practice presentation

Certificate of attendance of ADMP additional training

Payment: Cheque of £150

Direct debit for £150