



Handbook for UKCP Registration via ADMP

Year 2020

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Abbreviations used throughout this Handbook

AC: Accreditation Committee (ADMP committee for UKCP registrations)

ADMP: Association for Dance Movement Psychotherapy in the UK

APEL route This is a route to UKCP registration

DMP: Dance Movement Psychotherapy

EC: Executive Council

HIPC: Humanistic and Integrative Psychotherapy College

OM: Organisational Member

RDMP: Registered Dance Movement Psychotherapy

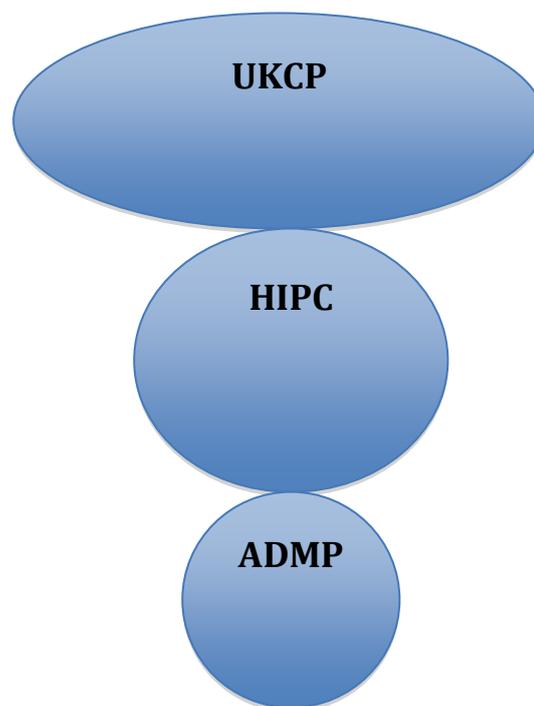
UKCP: UK Council for Psychotherapy

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 will 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.

UCKP Application and Accreditation – Frequently Asked Questions

Where can I find a copy of the UKCP handbook?

If you have any questions, they may be answered within this FAQ section. If your query is not answered here, please contact ADMP admin in the first instance, or contact the UKCP Accreditation Committee at ac-ukcp@admp.org.uk

How do I become a trainee member of UKCP?

To become a trainee member of UKCP, you need to have completed your ADMP training and be a practising registered DMP. You need to be on a UKCP training, i.e. Modules or Supervision. UKCP will check this information with ADMP to approve trainee membership.

How do I apply for UKCP full clinical membership?

Once you have chosen the correct application route, fulfilled all the criteria for application as laid out in the UKCP Handbook, send all the relevant documents to the ADMP/UKCP Accreditation Committee together with the appropriate fee at ac-ukcp@admp.org.uk. The Committee will assess your application and then either approve and liaise with UKCP or contact you for further information. This is to ensure that applications meet the criteria successfully and to avoid delays in processing. The UKCP accreditation committee will aim to process your application within three months. For any other queries please contact ADMP admin.

Does ADMP offer student UKCP membership?

No

Can I apply for UKCP full clinical membership via the grandparent route?

No. The grandparent route for accreditation is now withdrawn. The routes for full clinical membership with UKCP are explained in the newest version of the UKCP Handbook published on the Association for Dance Movement Psychotherapy (ADMP) website: www.admp.org.uk

Can I apply for UKCP Trainee membership whilst I am studying to become a Dance Movement Psychotherapist (DMP)?

No. To become a member of the UKCP you must complete your DMP Masters level training and be a practising registered member of ADMP to apply for trainee UKCP membership.

Can I apply for UKCP membership either trainee or full clinical membership if I am a non-practising DMP?

No. You must be a practising Registered Dance Movement Psychotherapist to apply for UKCP membership.

Can I count other trainings towards my UKCP training?

In most cases no, You must complete the ADMP UKCP additional modules, as these are specifically related to Dance Movement Psychotherapy. The only exception to this is if you complete an accredited Supervision Training. In this case you must complete the compulsory modules, plus another module of your choice.

The ADMP UKCP trainings are specifically for DMP's who wish to register as UKCP members.

Can I count the clinical hours and supervision undertaken whilst training for my initial ADMP training in my clinical log, to apply for UKCP training?

The clinical log can include any direct, face to face, Dance Movement Psychotherapy that you have acquired during your MA training and from the UKCP training which is counted from the beginning of your additional modules of accredited UKCP training.

You may have reached the stages of the first 3-4years 100-150 direct face to face clinical hours from your ADMP graduation training but this does not mean that you can accredit with UKCP. You may take another 1-2 years to accumulate the rest of the hours up to 450 hours minimum.

How many hours of personal therapy do I need to complete to apply for UKCP registration?

You need four years of therapy in total (MIN 40 Sessions per year, total 160 sessions). This includes the two years of therapy whilst training, plus two years post-graduation therapy. For students who studied MA training part-time and had three years of personal therapy, they need only complete one further year to meet the criteria for personal therapy hours. The hours from the MA training must add up to 80 sessions; it is expected that the 160 sessions will span four years

Can I have personal therapy with a Drama therapist during my Dance Movement Therapy Training, and post-graduate personal therapy to meet the criteria for UKCP registration?

Yes Applicants must see a therapist registered as a private practitioner with the British Association for Drama Therapists (BADth), Association for Dance Movement Psychotherapy (ADMP), British Association of Art Therapists (BAAT) or the British Association of Music Therapy (BAMT). You can also have personal therapy with a UKCP registered psychotherapist or one registered with the (B A.C.P.).

In the case of a B.A.C.P. registered therapist, confirmation that the therapist has done psychotherapy training is required.

Personal therapy should be within the psychodynamic, humanistic, existential or integrative theoretical schools. Since ADMP as a UCKP 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).

Do I need to complete four years of personal therapy in four consecutive years?

No. As long as four years of personal therapy are completed with 40 sessions per year it is acceptable to take a break. For example if you complete two years of therapy during your training, you can take a break from personal therapy, and then complete two further years at a later date, as long as this is completed by the time you apply for full clinical membership of UKCP. It is advised for the development of inner reflection and clinical understanding that personal therapy takes place within two blocks of 80 sessions.

Do I need to complete four years of personal therapy with the same therapist?

No. In line with ADMP, HIPC and UKCP guidelines it is recommended that best practice is to work with two different modalities for personal therapy within psychodynamic, humanistic, existential and integrative schools of psychotherapy. As long as the therapeutic relationship lasts a minimum of six months, all of the hours for personal therapy can be counted, please note that personal therapy must be psychotherapy and not counselling.

What are the guidelines around finding a suitable Clinical Supervisor that meet the ADMP and UKCP guidelines?

ADMP recommends that:

- Supervision should be in the ratio of six hours of client contact to one hour of supervision
- Telephone, email and/or internet supervision is not adequate for Dance Movement Psychotherapy practice as the only form of supervision
- Practitioners should receive an appropriate level of body of work supervision regardless of what other supervision they receive. It is recommended to be a minimum ration of one hour of bodywork supervision to forty hours of clinical practice or every three months, whichever comes sooner

HIPC and UKCP recommend that:

One to one or group supervision, with a recognised supervisor is required consistently for the first five years of practice (in the ration of six hours of client contact hours to one hour of supervision). 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 supervision with the Association for Dance Movement Psychotherapy (ADMP) or with the United Kingdom Council for Psychotherapy (UKCP)

Applicants may alternatively see a Clinical Supervisor registered as a supervisor with the British Association for Drama Therapists (BADth), British Association of Art Therapists (BAAT) or the British Association of Music Therapy (BAMT). You can also clinical supervision with a

supervisor registered with the British Psychoanalytic Council (BCP). However, 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.

Are Dance Movement Psychotherapists (DMP's) eligible for Health & Care Professions Council (HCPC) registration?

DMP's are not eligible for HCPC registration as the Association for Dance Movement Psychotherapy is not an organisational member.

However, ADMP is an organisational member of the Humanistic Integrative College of Psychotherapy (HIPC), who are in turn an organisational member of the United Kingdom College of Psychotherapy (UKCP) which means that DMP's can apply for UKCP registration which gives some of the HCPC registration advantages which employers will recognise, such as competency to work with client populations within hospitals, schools, social services, voluntary organisations, prisons and the private sector.

As soon as you are a practising Registered Dance Movement Psychotherapist you can apply for UKCP Trainee status, if you are working towards UKCP full clinical membership.

On completion of a UKCP accredited Supervisor course, Am I able to join the UKCP list of supervisors even though I am not yet an accredited UKCP Psychotherapist?

No. You must first be a full clinical member of UKCP in order to join the list of UKCP Supervisors.

Is UKCP registration a mandatory requirement for all Registered Dance Movement Psychotherapists?

No. However, working towards UKCP registration is a career enhancing accreditation, which is recognised by NHS, private, and charitable sector organisations.

Is it mandatory to register as a UKCP trainee when I commence my training in order to later apply to become a full clinical member of UKCP?

No. As long as you have evidenced and met the requirement for full clinical membership for UKCP requirements you can apply without having previously been a trainee member of UKCP.

However, whilst not being mandatory, becoming a trainee member of UKCP will affiliate you with UKCP and any benefits they offer their members as well as evidence to employers/other professionals that you are working towards full clinical membership.

How many clinical hours and supervision do I need to complete to meet the criteria for UKCP membership?

A minimum of 450 face to face clinical hours and 75 supervision hours.

Why is there a 2009 cut- off date in the application routes?

The 2009 cut off dates were agreed with UKCP by the initial ADMP-UCKP working group based on the date that the Senior Registered ADMP category ceased to exist.

What is a digital copy?

A digital copy is a document that is sent as an attachment in an email or in the body of an email. Sending your portfolio for application to UKCP as a digital copy significantly speeds up the application process.

Is it a mandatory requirement to be registered with ADMP and UCKP?

Yes. If you achieve registration with both: you need to maintain both professional memberships.

What the applicant needs to do first

It is important that you select which route you need to take and check that the information has been followed and check that you understand that your application has to fulfil the requirements of the humanistic and integrative model, as required by the instructions and HIPC. The AC committee is there to safeguard the process of your application. The route which you take is your choice.

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

STAGE OF APPEAL	RESPONSIBLE BODY	TIME FRAME	EXPECTED OUTCOME
1. The applicant follows the instructions of the section 'what the	The AC and the ADMP administrator	30 days from the applicant's	The applicant's right to appeal on one of the four

applicant needs to do first'	receive the appeal AC and Council	interview/ the rejection of their application due to not fulfilling the criteria	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
3. a) If the appeal goes forward, the Council checks the grounds and, if required, asks the AC for a response about the appeal 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	a) Council only b) Council, AC and the External Moderator *The External Moderator is	30 days from the decision on stage 2	The applicant will be informed in writing they need to submit additional documentation OR whether they are invited for another interview

documentation and for the AC to review their case	involved in all procedures too		
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	AC, Council and the External Moderator	30 days from the receipt of additional documentation/interview	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.

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 PRACTISING 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.

! This category is not open to ADMP student members.

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

Category A: 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, 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 B: 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:

(B1) do the ADMP additional training (Masters level) of 67 hours and submit a portfolio with the documents listed below.

(B2) 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.

(B3) 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, signed by their clinical supervisor(s). Someone might have reached MA graduation with 100-150 hours face to face clinical hours-this does not mean they are able to accredit with UKCP. They may take another 1-2 years to accumulate the rest of the hours up to 450 minimum. It is often a two stage process.
- 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 B2) or the entire (see category B1) 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 B 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 Dance Movement Psychotherapists and practitioners 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 additional 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 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

Telephone: 020 8392 337

Contact person Yeva Feldman.

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 B2 and B3)*
- *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, 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 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 B2) or the entire (see category C1) ADMP additional training*

- *A note about the payment of the £150 fee has been made.*

Applicants of these categories will also need to send their online application form to UKCP, **after** their portfolio has been approved by the AC (the AC endeavours to remind this step to the applicants). Please follow this link:

<https://www.psychotherapy.org.uk/join/>

6. How to Apply

➤ **Trainee membership**

To apply, please complete the online application form following this link:

https://psychotherapy.force.com/cpbase__form?id=a0S24000008y9npEAA

➤ **Full clinical membership**

Category A

To apply, please complete the online application form following this link:

<https://www.psychotherapy.org.uk/join/>

Categories A and B 1, 2, 3

Members of these categories will need to submit to the AC electronically (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.

Plus the fee of £150. 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

IBAN: GB13MIDL40010711245317 BIC/SWIFT: MIDLGB2105G

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

***Both 'Trainee' and 'Full Clinical Membership' application forms can also be found in pdf format here:*

<https://www.psychotherapy.org.uk/join/categories-of-membership/trainee-membership/>

<https://www.psychotherapy.org.uk/join/categories-of-membership/full-clinical-membership/>

If you choose this option, please make sure you send your signed form to adminadmp

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.*

8. Contact us

For any enquiries, please email the AC at ac-ukcp@admp.org.uk

Appendix
UKCP Registration Application
(Checklist)

Applicant's category

A B1 B2 B3

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

Direct debit for £150