



# CPEI

Caring for the World Through Pastoral Education

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## CPEI INTERNSHIP MEMORANDUM OF UNDERSTANDING

**P. O. Box 9660, Fleming Island, FL 32006 – [www.cpe-international.org](http://www.cpe-international.org)**

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Clinical Pastoral Education (CPE) involves an internship setting to meet the continuing educational needs for those enrolled as students. The purpose of the training is to foster and improve pastoral care skills as well as personal and pastoral awareness and identity. Successful completion of this program is designed to result in an improved understanding of the complex needs of human beings in spiritual crisis, and improved skills and competency in responding to persons in need.

### *Accreditation*

CPEI is accredited by the International Accreditors for Continuing Education and Training (IACET) and complies with the ANSI/IACET Standard, which is recognized internationally as a standard of excellent in instructional practices. As a result of this accreditation, CPEI is authorized to issue the IACET CEU.

### *Requirements*

Students are required to have an internship site, i.e., health care facility, parish, correctional institution, etc. in which she/he is intensively engaged in ministry.

### *CPE Supervisory Staff Duties*

- Design, implement, and supervise the training of the CPE students in accordance with the *CPEI Standards*.
- Engage in regular group and individual supervision with each CPE student.
- Work closely with the Internship Coordinator regarding performance and respond to any questions or concerns that may surface.

- Maintain all confidential materials brought to group or individual supervision abiding by the Professional Code of Ethics as described in the CPEI Standards.

*CPE Students Duties*

- Participate in weekly classes, individual supervision, and complete written and reading requirements, and ministry assignments.
- Abide by the guidelines, procedures, policies, etc. as outlined by the Internship Site, the CPE Program, and the CPEI Standards.
- Maintain confidentiality and abide by HIPPA regulations and seek consultation if in doubt.
- Abide by agency policy and state requirements as it relates to reporting of ethical/legal issues such as suicidal or homicidal behavior, or child abuse.

*Internship Coordinator Duties*

- Provide an opportunity for the CPE student to have a wide variety of pastoral care opportunities for growth and development.
- Discuss with the CPE Supervisor any concerns or questions that may surface as to the student performance, recognizing the learning opportunity.
- Recognize that supervision is the responsibility of the CPE Supervisor; however, this does not limit the coordinator from providing feedback to the student as appropriate.
- Complete a final assessment for the Intern.

I have read the MOU and agree with the contents- Sign and Date (*Directions*).

- *Internship Coordinator- Sign/date and return to CPE Intern.*
- *CPE Intern-Sign/Date and return to CPE Supervisor.*
- *CPE Supervisor- Sign/date and retain in Student Files (SharePoint)*

Internship Site Coordinator	DATE
	Click or tap to enter a date.
CPE Intern	DATE
	Click or tap to enter a date.
CPE Supervisor	DATE
	Click or tap to enter a date.