

# selection process document

This document gives applicants an outline of the selection process to support and guide their application to our Independent training, a UCL doctorate in Child and Adolescent Psychotherapy, run in collaboration between IPCAPA at the British Psychotherapy Foundation (bpf) and Anna Freud National Centre for Children and Families.

## **application pack**

All applicants will receive an application pack electronically containing:

- cover email informing applicants of all relevant dates
- application form
- pre-training requirements
- diversity monitoring form
- person specification for Independent training

It is essential that applicants should familiarise themselves with 'pre-training requirements' & 'person specification for IPCAPA training' documents before filling in the application form.

## **taking up references**

On receipt of the application form, references are taken up. It is advised that applicants inform the referees that they will be contacted soon after the closing date.

## **contacting training analyst/therapist**

if applicable, we will write to your current analyst/therapist asking when you started analysis/therapy and at what frequency, and when (and if) the frequency increased to more intensive (at least 3x weekly) sessions. In this same email, we also ask the analyst/therapist if, according to his/her current knowledge, there is any reason why you should not be offered a place on the training.

## **interview process**

In 2022 due to the restrictions to tackle the spread of the COVID-19 this has meant that our selection processes - meetings, visits and interviews will be conducted via video links to maintain social distancing. We ask that you are patient with us through this process. The interview process has several assessments:

- a one-to-one interview with a member of Training Staff Selection Group (TSSG), focusing on how the applicant would perform in the working role. The TSSG is composed of senior child & adolescent psychotherapists and other members, closely connected with the IPCAPA training. Each applicant is interviewed following the same set questions. The interviewer then writes a report on the interview, holding in mind the person specification.
- a small group interview focusing on the applicant's capacity to work as a team member. An important aspect of the training is working within NHS multi- disciplinary teams. Trainees are required to work alongside professionals and practitioners from other disciplines and agencies and to demonstrate the value of their work. The groups are given a scenario and the task is to reach a consensus as a team. The functioning of the team and the individual's part in that team will be observed by a panel of senior members of the Training Staff Group who then score applicants according to set criteria.
- a group interview that tests the values, principles and behaviours the applicants have that would make them suitable as trainee child and adolescent psychotherapists and are the guiding principles that set out how we

engage with children, young people and the family/social networks. The observing panel will consist of 1-2 young people and a carer and will be chaired by a senior member of the Training Staff Group. The group is given a scenario to discuss & the same panel observe each group & person within the group, scoring applicants according to set criteria.

- an academic exercise that tests the capacity to read a document in a critical way and to summarise it, with a view to being ready to support those accepted on to the training who may need additional help with such tasks. Candidates are given a short (typically one hour) academic task, which will involve reading a short journal paper and writing a one-page summary in the format of a journal abstract, i.e. describing 'Background', 'Aims of the study', 'Design of the study', 'Key findings' and 'Clinical implications'.
- a one to one with a Clinical Consultant who is looking more at the personal resources an applicant would bring to the training. Clinical Consultants are senior analysts or therapists who have some particular knowledge of the work and role of child psychotherapists, either through supervising trainees or acting as analyst/therapist to others, or as senior colleagues who have an understanding of the NHS. Clinical Consultants conduct a discursive interview, having in mind the 'person specification', the applicant's application form and the TSSG member's report on their meeting with the applicant. The Clinical Consultant conducts the interview in a way designed to help them to understand the less consciously presented aspects of the applicant's personality. The Clinical Consultant then writes a report on the interview, holding in mind the person specification.

**NB. Occasionally, applicants are asked to have a second clinical consultant interview.**

### **decision process**

All the interview reports are collated, alongside the application form and references, for final assessment by the TSSG who meet together to discuss each candidate's suitability and readiness for training holding in mind the person specification.

The decision of the TSSG is final and the only consideration is that the individual meets or is likely to meet the requirements of the programme.

Applicants will be informed as soon as possible. Unsuccessful applicants can request feedback. Please note that decisions are not made before the end of March.

### **orientation meeting**

There will be an 'Orientation Meeting' for those who have been accepted onto the training to brief candidates on the NHS selection process, closely followed by clinical placement visits over a 3 week period before the NHS panel interview.

### **NHS panel interview**

Please note that being offered a place on the training does not guarantee that you will be able to train as, apart from those who are Tier 4 students or are able to self-fund, you will also need to be successful in obtaining one of the highly competitive NHS funded placements. Interviews for the posts happen in late May.

### **Self-Funding Option**

For trainees who are able to consider a self-funding option you would need to cover the costs of the training whilst in an honorary training post (either in the NHS or in the voluntary sector). In 2021/22 The Independent training is delighted to be able to announce a programme of financial assistance for trainees from the Evelyn Phipps Memorial

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 **Anna Freud**  
National Centre for  
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Fund. The fund is named for Evelyn Phipps (1955-2018), who graduated from the child and adolescent psychotherapy training at the Anna Freud Centre in Hampstead, and worked for many years at the Centre, in the NHS, and in private practice in London and Norwich. She was known for her work with troubled children and young people.

The fund intends to help those trainees at the start of their training on the Doctorate in Independent Child and Adolescent Psychotherapy who are not in receipt of an official source of funding for their training and are "self-funding". The bursary will cover the four years of the training and provide up to £20,000 per annum. For more information, please contact Edina Kernbaum on [jpcapatraining@bpf-psychotherapy.org.uk](mailto:jpcapatraining@bpf-psychotherapy.org.uk)