

The EMDR Center of Canada Inc.

Comprehensive Basic Training in EMDR

Participant Agreement

The undersigned participant acknowledges that he or she has thoroughly and carefully read, understands, and agrees to the following:

1. The empirical basis of EMDR:

INITIAL

EMDR is widely recognized as an empirically supported treatment for PTSD and Acute Stress Disorder. Its safety and efficacy for other clinical applications have yet to be adequately evaluated by controlled research. The cautions described in the published literature and in The EMDR Center of Canada Inc. Comprehensive Basic Training in EMDR are based primarily on anecdotal reports by trained clinicians.

2. Licensing and registration requirements:

- a. All participants must be licensed or registered to independently practice psychotherapy in a discipline recognized by EMDRIA. If not licensed or registered, participants must have completed Master's level coursework in a mental health or related discipline recognized by EMDRIA; must currently be on a licensing or registration track; must be supervised by a licensed or registered clinician; and must have the appropriate documentation on file. A letter from the licensed or registered supervising clinician must be submitted to The EMDR Center of Canada Inc. It must indicate that you have the opportunity to practice psychotherapy under supervision and in an appropriate setting. It should also endorse and support you to participate in this training.

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- b. EMDR Therapy is a form of psychotherapy used to treat trauma. Establishing a strong, authentic therapeutic relationship with clients is essential before moving through the phases of EMDR Therapy. Thus, all participants registered for the training must have a strong educational background in counselling therapy and adequately understand what constitutes a strong, authentic therapeutic relationship. Participants must be capable of demonstrating this understanding in practice.

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- c. EMDR Therapy will be taught from a relational perspective such that trainees are expected to work from a place of ongoing awareness of their own experiences and feelings. The ability to engage in such self-reflexivity is not optional and is a necessary component for conducting EMDR Therapy.

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3. Course Parameters

INITIAL

a. This is an instructional training only. **This program is not an encounter group nor is it intended for any type of psychodynamic group processing.**

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b. Participants should be aware that EMDR Therapy is a manualized, directive approach and that this training must teach what EMDRIA defines as EMDR Therapy. **It will be necessary for all participants to conduct clinical work with some of their clients in a manner strictly consistent with the EMDRIA requirements of this training program.** Participants whose current clinical practice is less manualized and directive need to commit to working with some of their clients in the above prescribed manner.

INITIAL

c. Consistent with 3(a), all feedback and supervision provided by training faculty will adhere strictly to the EMDRIA defined parameters of EMDR Therapy. Any participant experiencing a personal or emotional response to feedback or supervision will need to seek support outside the training program. **I affirm that I am able to provide for any personal needs arising in consequence of feedback and supervision experienced in this training program.**

INITIAL

d. Participants who begin their EMDR training **in-person** must complete the entire training within 24 months from their initial start date. This includes completing all the required homework, evaluation forms, and two multiple choice exams enabling participants to demonstrate a satisfactory understanding of EMDR Therapy to training faculty. Participants unable to complete these requirements within 24 months will not receive their certificate of completion or CE documentation. Furthermore, it is necessary to achieve a score of 75% or better on the multiple-choice examinations.

INITIAL

e. Participants are required to attend all training days for the training they have registered for. In the event that a participant is unable to complete the training they have registered for, they will be allowed to transfer to a future training. The transfer fee is \$150.

4. Current practice requirements:

INITIAL

a. Participants hereby warrant and agree that they are independently registered for practice, have professional liability insurance (or have a supervisor who is legally responsible for their work), and are legally responsible for their use of EMDR Therapy with their clients. Participants are responsible for their own professional obligations and the requirements of their licensing or registration bodies. Participants are required to ensure their practice of EMDR Therapy is consistent with their own professional obligations to all professional bodies they are members of, clinical practice standards, ethical standards, codes of conduct, and any other applicable practice standard or obligations.

INITIAL

b. All participants must have a current, active psychotherapy caseload and a minimum of at least two clients with whom they can practice EMDR therapy. Participants must demonstrate reprocessing (Phase 4) with **at least one** of those clients and present their work to training faculty. Clients must be independent, third party clients.

INITIAL

c. Participants must not practice EMDR Therapy with family, friends, or anyone else they are in an over-lapping relationship with, in order to fulfill training requirements. If there is any doubt about the acceptability of a client, then the matter must be discussed and approved by the Director of Training. If a participant is found to be practicing EMDR Therapy with a client who would be deemed unacceptable due to an overlapping relationship that was not discussed with the Director of Training, then that participant will be required to withdraw from the current cohort of trainees. It will be a matter of professional judgement for the Director of Training whether or not the participant will be allowed to join a subsequent cohort or if they will be dismissed from the training without refund.

INITIAL

d. This training is designed to help participants integrate the use of EMDR Therapy in their current clinical setting. This training program is not intended for managers, researchers, or clinicians who do not carry an active psychotherapy caseload in which they conduct individual psychotherapy.

5. Trauma-related material:

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a. A significant component of the training involves clinicians practicing EMDR Therapy and related procedures in small groups under the supervision of the instructor or qualified training faculty. **These experiential exercises are for training purposes only and are not intended for personal therapy.**

INITIAL

b. At the same time, and because role-play has no place in this training program, all participants should be prepared to address real-life, disturbing experiences in order to 1) appreciate the client's subjective experience of EMDR Therapy, and 2) provide valid training experiences for their colleagues.

INITIAL

c. Participants must be prepared to be forthcoming and willing to share aspects of their personal history with other participants they are directly working with during the practice exercises.

INITIAL

d. Participants must also be prepared to share aspects of their personal history with training faculty to ensure the material they wish to address is appropriate to the practice environment.

e. The reprocessing of targeted incidents during practice exercises may lead to the emergence of other disturbing memories. It is not unusual for a target memory to be linked to other, unexpected, disturbing memories or material which might surface during or after the practice exercises. It is the responsibility of the

participant to seek, obtain, and pay for appropriate professional assistance if needed. Providing such assistance is not part of the training in EMDR Therapy and will not be provided by the Director of Training or training faculty. Clinicians who elect to do personal EMDR therapy can find EMDR trained clinicians through www.emdria.org or www.emdrCanada.org

INITIAL

- f. Trauma-related case material presented didactically in consultation sessions or on video may be disturbing to those with unresolved issues. Working with colleagues, being in an evaluative training environment, and partaking in clinical practice may also at times prove disturbing. These things can bring up memories and experiences that are uncomfortable and painful. I affirm I am able to cope with exposure to the relevant materials and experiences that are inherent within this training program.

INITIAL

6. Further, with reference to number 5 above:

- a. Clinicians presently engaged in personal therapy or psychiatric treatment should inform their therapist or psychiatrist about all aspects of this training including the experiential component, and they should secure their therapist's or psychiatrist's support to participate.

INITIAL

- b. Those with limiting or special medical conditions (high risk pregnancy, heart condition, ocular difficulties, etc.) should consult their medical professionals before participating in this training, and they should discuss their circumstances with the Director of Training in advance of submitting their application to participate.

INITIAL

- c. Those who presently have, or who have previously been diagnosed with, a dissociative disorder, acute or complex PTSD, GAD, panic disorder, substance use disorder, personality disorder, or affective disorder should not participate without special arrangements being made with the Director of Training as part of the application for registration. Failure to advise the Director of Training of such issues in advance could place you and other participants at risk, and result in dismissal from the training without refund.

INITIAL

- d. Participants are expected to maintain a spirit of cooperation with, and mutual support for, all other participants and the training faculty. Appropriate behavior for a professional learning environment is expected throughout. Those who are disruptive, uncooperative or disrespectful at any point will be interviewed by the Director of Training and will be dismissed without refund if there is a recurrence. Conflict-generating behavior and hostility to others will not be tolerated.

INITIAL

- e. EMDR is a complex therapy that if applied incorrectly by the therapist could result in harm to the client. Therefore, training faculty will be providing live supervision and corrective feedback to all participants in order to ensure

fidelity to, and correct application of, the procedural skills and techniques used in EMDR Therapy. Participants are expected to be open to receiving such feedback. Participants who are resistant and defensive to receiving such feedback will be interviewed by the Director of Training and will be dismissed without refund if there is a recurrence.

INITIAL

- f. Participants are expected to progress in their understanding and application of EMDR Therapy. Participants are expected to demonstrate adequate fidelity to the procedural skills in all 8 Phases of EMDR therapy. As the training proceeds, the training faculty must agree that you are ready and able to move on to the more intensive and demanding work involved in this training.

INITIAL

- g. I agree the Director of Training has the right to dismiss any participant who does not appear to be integrating, assimilating, or understanding the material taught; and does not appear to be improving in their application of EMDR Therapy despite corrective feedback and guidance from training faculty. Participants dismissed from the training for these reasons will be dismissed without refund.

INITIAL

7. Limits of this training:

- a. This experiential training is only intended to prepare participants to apply EMDR in their clinical practice. It will not qualify participants to train others in EMDR. Attempts to train others in EMDR without meeting the standards defined by EMDRIA would be a violation of professional ethics and standards.
- b. The training program is limited to the acquisition of basic EMDR competencies. Issues regarding cultural diversity, cultural humility and cultural sensitivity will be addressed in the training as appropriate and as mandated by EMDRIA.

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INITIAL

8. Additional support:

Training faculty are available to support participants in between training sessions. Participants may elect to request support from any training faculty member; however, support will be limited to 15 minutes. Should a participant require longer than 15 minutes, training faculty may charge for their time in 15-minute increments. The member of the training faculty will inform the participant of their hourly rate.

INITIAL

9. Email communication:

- a. Communication regarding the training will be sent via email. I agree that I will contact the Director of Training immediately if I am unable to open, receive or access communication emails.

INITIAL

10. Confidentiality within the training environment:

a. In order to assure confidentiality of personal and clinical information, audio or video recording, photography, or live streaming of training material by participants is strictly prohibited. It is expected that all participants shall maintain the highest standard of confidentiality regarding all personal and clinical information shared by other participants. This includes not discussing case material outside the training rooms at the training facility. Failure to maintain confidentiality will be treated as a breach of professional ethics and may result in dismissal from the training program without refund.

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b. I agree that the Director of Training has the right to dismiss any participant breaking confidentiality without refund. Confidentiality shall apply to everything - including training material, consultation, and practice exercises - that occurs, or is shared, during the training. The content of the information stated in 8b) may be discussed only with participants in the training and with training faculty.

INITIAL

c. The content of small group discussions during practice exercises is to be shared only with participants of that group, the practice supervisor and training staff. A participant may, of course, share their own personal emerging material with anyone they choose.

INITIAL

d. I understand members of the training faculty are required to discuss the performance and participation of each participant during each training session. I understand that any written or verbal communication with the training faculty may be discussed, shared with, or distributed to other training faculty members as part of the open communication required to facilitate this evaluative training.

INITIAL

11. Confidentiality of case material:

a. Participants must obtain written consent for the release of information from each client prior to presenting case material during the training and must keep that written consent with their client's clinical record. All case material shared during the training should refer to clients in such a way that they cannot be identified.

INITIAL

b. I agree not to disclose my clients' names or other identifying information when making verbal presentations and in sharing written documentation of client sessions during consultation.

INITIAL

c. If training faculty has any sense that an anonymized client presented might be known to, or be identifiable by, any member of the training environment, a confidential conversation with the participant will be arranged.

INITIAL

12. Certificate of Completion and Continuing Education (CE) credits:

a. **This is an academically rigorous and clinically focused training.** All participants are expected to complete the required readings before each training session, allot time to complete assignments between training sessions, submit all evaluation forms, and actively participate in the training. In addition, participants must also demonstrate through group discussion, practice exercises, and consultation an understanding of the EMDR treatment approach with specific focus on case conceptualization.

INITIAL

b. Attendance Policy: Participants must attend all training days, and they must actively participate in all practice exercises and group consultation sessions in their entirety.

INITIAL

c. **Participants agree to read in their entirety the following two text books:** Shapiro, F. (2018) *Eye Movement Desensitization and Reprocessing, Basic Principles, Protocols and Procedures*. New York: The Guilford Press; **and** Leeds, A. M. (2016). *A Guide to the Standard EMDR Protocols for Clinicians, Supervisors, and Consultants*. New York: Springer Publishing. Participants must pay for these study materials in addition to the course tuition fee.

INITIAL

d. It is expected that participants will not miss more than 15 minutes at any time during the training. In order to receive a Certificate of Completion and CE credits, those who *do* miss more than 15 minutes at any time during the training will be required to make up this time, and they may have to pay training faculty. The Director of Training will determine the appropriate way to make up missed time.

INITIAL

e. All participants are expected to engage fully with the training in all its aspects. I agree to work diligently towards acquisition of the necessary understanding of EMDR therapy in order to demonstrate to the training staff adequate fidelity in all 8 Phases of EMDR Therapy.

INITIAL

f. In preparation for consultation sessions, participants are required to develop comprehensive written summaries of their actual clinical use of specific procedures with actual ongoing clients. I agree that I will be diligent in gathering and completing all the information required of me for consultation sessions.

INITIAL

g. A Certificate of Completion will be issued to participants who satisfactorily complete the above requirements. Participants eligible for a Certification of Completion will also receive CE documentation.

INITIAL

13. Course manual:

INITIAL

Participants will be provided one hard-copy of the course manual. A fee of approximately \$50 will be charged for replacement copies of the course manual.

14. Special needs and requirements including dietary:

INITIAL

a. The training venue is accessible for those who are disabled or who have special needs. If you have a disability or special needs, you agree to inform the Director of Training when you submit your application of any specific accommodations that need to be made.

INITIAL

b. It is essential to provide information about specific dietary needs as the training will include all snacks, beverages, and lunch. If you have specific dietary needs, or are allergic to certain foods, you agree to indicate this on the registration form.

15. Weather and cancellation policy:

INITIAL

a. There may be times when there is severe weather near the training facility, for example, extreme snow fall. We will hold the training except under the most severe of weather conditions. It is the responsibility of all participants to plan ahead and make appropriate travel arrangements, including the use of nearby hotels, so that you can be available for the training.

INITIAL

b. In the event that it is necessary to cancel a training session, participants will receive telephone notification.

16. Use of Copyrighted Training Materials:

INITIAL

The printed course manual and other original materials provided by The EMDR Center of Canada Inc. and through the Box.com service are all copyright by Andrew M. Leeds, Ph.D. unless otherwise stated. Each participant is granted a limited license to copy these materials for their own personal study and use in their own clinical settings. I agree **not** to distribute or share these materials unless I have received written permission from Andrew M. Leeds, Ph.D. I agree that to violate this limited license without such written permission will make me liable to the full legal penalties of copyright infringement.

17. Dismissal and Conduct

INITIAL

a. Participants agree that they may be dismissed from the program without refund if they violate any material aspect of this Agreement, or they behave in an inappropriate or abusive manner towards the trainer, other participants, or training faculty. Dismissal is at the sole and complete discretion of the Director of Training.

INITIAL

b. Participants agree that if there are perceived microaggressions, microassaults, microinsults, microinvalidations or implicit bias, they will raise these concerns directly with the Director of Training in private.

INITIAL

c. I affirm I will not use the training as a forum for publicly criticizing the trainer, training faculty, or other participants.

18. Grievance

INITIAL

a. Participants who have concerns regarding any aspect of this training should arrange to speak with the Director of Training as soon as possible. Anonymized passive-aggressive comments on feedback forms do not count as raising a concern. The EMDR Center of Canada does have a genuine desire to provide quality training and any valid concerns brought to the attention of the Director of Training will be carefully considered and responded to as necessary.

INITIAL

b. Should it be felt necessary, the Director of Training can arrange for third party mediation.

INITIAL

c. At this time, EMDRIA does not have a formal grievance procedure. It really is the case that concerns need to be dealt with directly and in-person with the Director of Training.

19. Waiver and Indemnity

INITIAL

a. Participants hereby release The EMDR Centre of Canada Inc., and its employees, directors, officers, agents, and assigns from any and all claims of loss or damage in relation to the training, including, without limitation, personal, emotional, or psychological injury, property damage, economic loss, and third party liability, with the exception of any claims associated with the gross negligence or malice of The EMDR Centre of Canada Inc.

INITIAL

b. Participants hereby indemnify The EMDR Centre of Canada Inc. and its employees, directors, officers, agents, and assigns for all claims, suits, orders, or any other third- party claims, including solicitor fees on a full indemnity basis, related to the training and their practice of EMDR Therapy.

My signature below certifies that I have read, understood, consent to, and will adhere to all of the above conditions. I affirm that all information and documentation provided by me to The EMDR Center of Canada Inc. is true and accurate to the best of my knowledge.

Please print your name: _____

Accepted and agreed: _____
Participant's Signature Date