AAMFT - Hawaii

Continuing Educational Units

Beginning January 1, 2017 Licensed MFT’s will be required to obtain forty five (45) CEU’s for the next licensing period beginning 2020. Six (6) of these need to be in the area of Ethics and the remainder are at the individual MFT’s discretion. Any CEU’s obtained before that time will not be accepted. Each Licensee will be required to keep records of their CEU’s. Upon renewing their license, each Licensee will certify that they accrued the correct amount of CEU hours (or more) and will manage their own CEU Certificates in the case that they are audited by the Hawaii DCCA. They will not automatically turn copies of their CEU’s in to DCCA when getting their license renewed. First time Licensee’s will not be required to show CEU’s but will be required at their first renewal.

One hour of training will equal one CEU (lunch breaks and coffee breaks will not be included in this counting). Providers will sign an affidavit that they presented the material they stated and that the training lasted the time stated on the CEU Certificate.

AAMFT-HI will certify that the training meets the standard set for CEU’s and will be responsible for printing out the CEU Certificates. CEU Certificates will have the provider’s name and the name of the workshop printed on the Certificate as well as the date of the training. Hours or Units provided will be on the Certificate. The CEU Provider will be responsible for monitoring the correct amount of hours each licensee attended and also be responsible for entering the Licensee’s name.

CEU Providers will hand out an Evaluation Sheet at the end of the training and they must be turned in to the Provider or the Provider’s agent to receive the Certificate of Training. Certificates will not be distributed until the completion of the training. Providers will present copies of the evaluations to AAMFT-HI to allow on going feedback to make sure that the educational and training requirements are met.

All CEU Providers will need to demonstrate that they are qualified to to present relevant information or skills that will further the practice of Marriage and Family Therapy and all workshops or CEU trainings will also demonstrate relevant information or skills that further the practice of Marriage and Family Therapy. All CEU Providers will follow all AAMFT ethical guidelines when presenting information that will further the practice of Marriage and Family Therapy.

**Approved Content Areas**

All trainings for CEU’s must further the understanding and/or skills of Marriage and Family Therapy. The following is a list of Approved Content Areas. If the Provider wishes to present an area outside of the the Approved Content Areas, they must show relevance and be approved by AAMFT-HI.

1. **Theories of Family Therapy and Personality Theories**, including basic theories, improving skills and techniques.
2. **Human Growth and Development**, including understanding Family Life Cycle, intimacy, bonding and attachment, issues that arise that inhibit or block optimal growth.
3. **Ethics**, exploring and understanding current ethical and legal issues and considerations in relationship to Marriage and Family Therapy.
4. **Chemical and Behavioral Addictions,** increasing understanding from a systemic orientation and developing the necessary skill sets needed, and emerging trends in addiction therapy. Treating the whole system vs the individual.
5. **Social and Cultural Foundations**, understanding how societal changes and trends impacts individual, couples and families, multicultural and pluralistic trends, differing lifestyles such as LGBTQ, religious beliefs and their impacts on individuals and families.
6. **The Helping Relationship**, includes providing an understanding of philosophic bases of helping processes, basic and advanced helping skills, consultation theories and skill, client and helper self-understanding and self-development, facilitating change.
7. **Group Theory and Dynamics**, understanding current theories and skill building, building and maintaining successful therapy groups for different populations and needs, group leadership styles.
8. **Lifestyle and Career Development**, includes the personal development of the therapist, lifestyle choices and how they impact our work, understanding career development theories, occupational and educational theories.
9. **Research and Evaluation**, including current trends in research, understanding research and statistical analysis, using current research to further Marriage and Family Therapy, using evaluation and testing materials.
10. **Professional Orientation**, including an understanding of professional roles and functions, professional goals and objectives, professional organizations and associations, professional history and trends, professional credentialing.

**Requirements for AAMFT-HI Continuing Educational Approval**

1. All trainings must relate to one of the 10 AAMFT-HI Approved Content Areas unless relevance is demonstrated and approved by AAMFT-HI.
2. Trainings focused on practice building and managed care must include how these issues may impact ethical practice and suggestions for dealing with these concerns.
3. Trainings on ethics in Marriage and Family therapy must include information on the ethical codes of AAMFT.
4. Trainings must be geared toward the Master’s or higher level mental health practitioner. Self-help trainings that are designed for the general public and that do not have a significant component for therapists or trainers as to how to utilize the program information in the counseling setting will not qualify for approval.
5. Providers applying for trainings based on new or alternative psychotherapeutic theories or methods must submit decimation of current or past research supporting the efficacy of the theory or method. If such research is not available, the provider must show evidence of acceptance by the professional mental health community such as publications in professional literature.
6. Qualified trainers or instructional staff must have training and experience that demonstrate expert understanding of the subject being taught. Activities focused on skills to be used in the counseling relationship must be led by at least one Master’s level mental health professional.

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**Application for Continuing Education Units**

**Instructions:** Please complete application, If additional space is needed use additional sheets properly marked with the corresponding parts of the application.

Name of the Organization or Individual

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Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Webpage\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Application Checklist:** Please label your attachments clearly, print or type all attachment forms.

\_\_\_\_\_\_\_\_\_\_ $$$$ non-refundable application fee plus $$$$ for specific training.

\_\_\_\_\_\_\_\_\_\_ Vita(s) for provider(s) of the training

\_\_\_\_\_\_\_\_\_\_ Program Event Sample Form

\_\_\_\_\_\_\_\_\_\_ Content Area Checklist

\_\_\_\_\_\_\_\_\_\_ Evaluations from previous trainings if available

**I certify that the information provided herein is accurate and up to date. I agree to abide by the AAMFT Code of Ethics in regard to offering of trainings and to the requirements set forth in this application.**

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Signature Date

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1. Briefly state the specific goals and objectives of the training or educational program for Marriage and Family Therapists and how these relate to the furthering of the field of Marriage and Family Therapy
2. Describe the target audience (educational level and profession) to which you are presenting the Continuing Educational Units.
3. Describe how many hours of CEU’s will be provided and how you will monitor the attendance of training.
4. Describe the Approved Content Area being presented, or include rational for the training (how it promotes the field of Marriage and Family Therapy) if outside the Approved Content Areas.

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1. Describe the facility in which you will be presenting the training.
2. What accommodations have been made for training participants who have physical disabilities?
3. Provide outline of Training Content.
4. Submit a sample evaluation form and any summary of evaluations which have been completed by participants form previously offered trainings.

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1. Do you agree to maintain a roster of participants for a period of at least 5 years? Yes \_\_\_\_ No\_\_\_\_
2. Do you agree to ensure that the training adheres to AAMFT’s Ethical Guidelines?

 Yes \_\_\_\_ No\_\_\_\_

1. Fees for the Training. Describe your cancellation/refund policy.
2. If a training participant is dissatisfied with any aspect of the training, what grievance procedures do you have in place?
3. How will confidential material (if any) be handled to ensure privacy and confidentiality?