

Handbook

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STATEMENT

The Handbook of the JPA is a guide for faculty, administration, candidates, and prospective candidates to the purpose, programs and policies of the JPA. The contents of this Handbook are considered standard policy, to which candidates are expected to adhere. It is the responsibility of candidates, faculty and members to consult the latest version of this Handbook. The JPA Steering Committee is responsible for the Handbook, and its contents are subject to approval by the JPA Members in good standing at the time of revision. It therefore reflects the consensus of the entire JPA.

JPA's review of academic, financial, and other considerations may lead to changes in policies. Therefore, the JPA reserves the right to revise and amend this Handbook at any time. **Should it do so, the policies stated in the latest version of the Handbook shall pre-empt those of prior versions.**

This Handbook, published April 2010, supersedes all previous handbooks and publications. It was revised by the Steering Committee of the JPA, namely Donald Grasing, Margaret Klenck, Brent Nichols, Priscilla Rodgers Morgan Stebbins, Doug Tompkins. It was approved by vote of the JPA membership on April 17, 2010.

JPA HANDBOOK

Official Revision April 17, 2010

The Jungian Psychoanalytic Association (JPA), founded in August 2004, is an educational community of certified Jungian analysts, which follows the trajectory of C. G. Jung's work as a theory of psychodynamics and the basis for effective psychoanalytic practice. The JPA seeks to promote and cultivate the continuing education and professional competence of its members. Members of the JPA also employ their experience to foster clinical expertise in the training of psychoanalysts, and participate in seminars and intensive colloquia offered by the JPA's analytic training programs. The JPA seeks to promote the creative understanding and applications of Jungian psychology in their contemporary conceptions in the larger professional, artistic, political, cultural, and scientific communities through research, conferences, and publications.

Analytic Training Programs

The JPA has two training programs:

1. The JPA IAAP (International Association of Analytical Psychology) Certifying Program. This program is for licensed mental health professionals who wish to be trained as Jungian analysts.
2. The JPA NYS Psychoanalytic License Qualifying Program. This program is for those who hold an appropriate masters degree but who are not licensed, and who wish to become licensed as a psychoanalyst.

Official Registration of this program is pending with NY State.

Candidates may be enrolled in both programs simultaneously. The graduation requirements for each program are outlined below. The overall learning community ethos pertains to all, and all are expected to participate in the full JPA experience.

Academic Structure

There are 33 weeks of coursework divided into three 11-week trimesters per year.

Each trimester is composed of ten classes, plus one community-wide clinical evening per trimester. This meeting also serves as a course feedback mechanism and an opportunity to engage the full body of candidates and faculty. Classes are usually held Monday evenings in New York City, divided into 3 class periods.

The trimester-long academic courses in the JPA curriculum are of three types, each typically occurring in one of the time periods. The first type is a series of Jung Reading

courses. The total series is four years in length, and is required for all candidates. This class cycle endeavors to cover all of Jung's major works. After the fourth year of this cycle candidates may continue to take courses in this series as the content of the fourth year course will rotate amongst relevant topics in the Jungian corpus.

The second type of class includes all of the areas of proficiency other than the required reading of Jung's collected works. This category includes courses on general psychological theory, mythology, sciences, history, psychopathology, and clinical technique, among others.

Finally, for two of the three trimesters per year, candidates engage in a content-driven Case Seminar (for a minimum of 4 years).

Colloquia and Practica

An on-going Dream Practicum is offered throughout a candidate's participation in the program. These practica are held on 2 Sundays per trimester (6 per year), from 10 AM - 4 PM, and are taught or co-taught by different instructors.

Community Colloquia Weekends are held 3 times per year. The Friday to Sunday autumn and spring trimester colloquia are held at the Beekman Arms/Delamater Conference Center in Rhinebeck New York. They include theoretical and clinical lectures, presentations of works-in-progress, seminars with visiting scholars or analysts, and community affairs. The winter Colloquium is on a Sunday and is held in New York City.

Our curriculum may be fulfilled in a minimum of 4 years, for those candidates in the IAAP certifying program or a minimum of 5 years for those in the license qualifying program

The curriculum has seven components:

1. All incoming candidates take a year long Introduction to Jungian Theory and Process course which teaches basic foundations of Jungian theory and practice and prepares them for clinical work as Jungians.
2. Four years (minimum) of required courses in readings from the Collected Works of C. G. Jung. Those four years of readings repeat in a rotation, such that within any four year period, all 12 required courses will be offered.
3. Four years (minimum) of elective content classes. These classes explore integral and related topics in the Jungian field and the broader field of psychoanalysis, such as ethics, clinical field theories, transference and counter-transference, symbol systems, mythologies, neurobiology, other schools of theory etc.
4. Case Seminar is required for two trimesters each year, for four years. (minimum)
5. Dream practica: These day-long classes develop various perspectives on interpretation and theory of dreams. There are six of these each year, typically on Sundays. A total of 24 practica is required for graduation.
6. Colloquium weekends. These begin on a Friday afternoon and end on Sunday afternoon. These colloquia are opportunities for the whole community, analysts and students, to explore a topic in depth. Theoretical

and clinical papers are given, large and small group discussions are held and group process is facilitated. Colloquia are required of all matriculated candidates.

7. Reading tutorials. The students may request optional tutorials with a faculty member. Many students choose to use these optional tutorials in their preparations for the JPA Exam.

The above stated minimums are just that--minimums. Most candidates elect to study more given the scope of the field and their personal readiness for the exam. As well, candidates are encouraged to be engaged with the full learning community throughout their training.

Assessment /Evaluation / Feedback Processes

Instructors give point-of-contact feedback throughout a course and are expected to meet, either in person or by phone, with each candidate at the end of a course to talk about the candidate's work for that trimester. Candidates are also encouraged to speak about their experiences of the class at that time.

When a candidate successfully completes a course, the instructor will inform the Registrar of that fact and the candidate will get credit. For Candidates seeking IAAP certification, grades are noted as Pass/Fail. For Candidates who are in the NYS License Qualifying Program, letter grades must be assigned.

The JPA Exam

The JPA exam is a comprehensive examination of a candidate's mastery of 6 areas of proficiency that cover the breadth of the Jungian field:

1. Symptom and Symbol Formation, Psychopathology and Psyche-Soma Conjunctions
2. Fields of Psychological Process
 - a. Intra-psychic: Complexes, Archetypes, Dreams, Character Structures
 - b. Interpersonal
 - c. Transferential and Field Phenomena
 - d. Community/Group/Culture
 - e. Transpersonal
3. Transformational Systems: Images and Applications
4. Mythology, Mythopoeisis and Mythologems
5. Jungian and post-Jungian Theory
6. Analytic Attitude, Ethics and Techniques

The JPA exam is the candidate's primary opportunity to demonstrate what is known and has been learned in the course of JPA training. Although meant to be a demonstration of adequate knowledge, it will also indicate what still needs to be grasped and taught.

As the JPA curriculum is designed to maximize the integration of theory and practice, the exam should reflect this integration. The exam may be taken in a number of ways: 1. a self-designed format, 2. an oral format, 3. a traditional exam format, (consisting of several questions prepared by an exam committee and answered within an agreed upon time frame).

Timing: A candidate, after consultation with his/her advisors, decides when to take the exam. The candidate informs the Director of Curriculum and the Dean of Candidates of his/her intention to take the exam and chooses three analysts to serve as an exam committee. He/she then notifies the Registrar of his/her committee selection. This committee helps the candidate select a format for the exam, itself, and will be the examiners when the exam is written.

A candidate's exam committee may be made up of any three JPA analysts, except the candidate's analyst. Candidates are discouraged from selecting their personal supervisor for the committee.

The candidate's exam committee is encouraged to operate in a consensual style in its review of the exam. A candidate may be asked to rewrite portions of the exam at the request of the committee members. The goal of the exam is for everyone to be satisfied with the experience as a constructive part of becoming an analyst as well as a manifestation of analytic knowledge and practice.

In the event that the committee is unable to come to a consensual determination, the matter may be referred to the Dean of Candidates for further discussion, who in turn may consult with the candidate's advising panel, the Director of Curriculum and/or the Steering Committee for a final decision. Final decision as to whether a candidate can be considered as having passed the exam rests with the SC, if other avenues, including the possibility of convening a second exam committee, are exhausted.

Once the exam is passed, a member of the exam committee is to certify to the Registrar that the exam was passed, giving the date of certification.

(See appendix for the Exam Reading List)

Graduation /Final Project

The Final Project is an original project or paper, developed in conjunction with a panel of analysts similar to an exam committee. Its purpose is to demonstrate and provide an opportunity for the integration of a candidate's development and work. Candidates are encouraged to explore in small groups or individually, an aspect of the curriculum that is of particular interest to them. Faculty consultation is encouraged and given throughout this intensive study. When the candidate and the project committee consider the project complete, it is presented to the entire training community.

In preparing to develop the final project, the candidate notifies the Director of Training that he/she is ready, and the Project Committee is formed. A candidate's final project committee may be made up of any 3 JPA analysts, except the candidate's analyst. Candidates are discouraged from selecting their personal supervisor for the committee. Any of these three may serve as the primary reader/adviser to the candidate.

The candidate is to communicate with the Registrar the members of his/her committee, as well as the accepted title of the Final Project.

The parameters of the final project are quite open as to form and content. It comprises the opportunity to delve deeply into an area of theory and practice that the candidate feels drawn to, and then to present this work to the community as a whole. Although envisioned as a much more openly creative process than the Exam, the candidate may be asked to rewrite portions at the request of the committee. Once the committee approves, the candidate may request a date for its presentation at a JPA Colloquium.

Every effort is made for this process to be consensual, with differences worked out in discussion among the committee members and the candidate. In the event this is not possible, the matter may be referred to the Dean of Candidates for further discussion, who, in turn, may consult with the candidate's advising panel, the Director of Curriculum and/or the Steering Committee for a final decision.

The candidate must inform the Dean of Candidates and the Curriculum Coordinator no later than one month before the colloquium of presentation that the candidate is ready to present his/her work to the community. The presentation itself is intended to be a demonstration of readiness for graduation and a contribution to the on-going programs and development of the JPA learning community.

Mediation of Unusual Circumstances: In cases where there is a strong difference of opinion or perception between a faculty member and a candidate regarding the work of the candidate, a mediation session is convened by the Dean of Candidates. The purpose of mediation is to enlarge the understanding of the training issues involved and to discuss solutions to the training issues raised. The mediation committee will consist of the candidate, the instructor or supervisor, a member of the Advising Panel, The Dean of Candidates and a faculty member of the candidate's choosing. Should the mediation committee fail to resolve the issues raised, the matter will be referred to the Steering Committee of the JPA for review and consideration. The JPA training program reserves the right to ask a candidate to leave the program should his/her competence prove unsatisfactory.

Candidate/Faculty/ Administration Responsibilities

Candidates:

A candidate's admissions panel becomes his/her advising panel upon acceptance. One member of this panel becomes their advisor. This panel will serve as a support throughout the candidate's training. Candidates are encouraged to consult with their advisor or panel on all matters, from course selection to difficulties in classes. At the very least, candidates are expected to schedule a contact in person or by phone with their advisor once per academic year to inform their advisors of their class selections and go over their transcripts to determine that they are indeed fulfilling their requirements.

Candidates are required to be in Jungian analysis throughout their training with the JPA.

Candidates are required to be in supervision throughout their training with the JPA.

(Those who entered the training program before the Fall of 2009 are grandfathered into the ambiguity of the supervision requirement and *may* stop supervision after completing the required minimum hours stated in the previous handbook. However, they are strongly encouraged not to stop and to stay in supervision until graduation.)

(LP candidates, regardless of their entry date, must be in supervision throughout training.)

Candidates are expected to uphold professional standards of ethics throughout their training, both with their analysts and with their colleagues.

Faculty:

Faculty members are expected to both teach the material and to evaluate the candidate's leaning of the material. Point of contact conversations, meaning immediate and direct conversation between the instructor and the candidate, are essential in this process and instructors are responsible for clear and rigorous communication about a student's work.

As there is only one major exam in the JPA program, it is essential for the faculty to take their critiques seriously and inform the candidates of any problems they see in the candidate's comprehension of the theory or clinical application of the material.

Faculty are also expected to hand out syllabi for each course they teach which conform to the format of our database and to give in their credit/no credit determinations, or grades for the LP's, to the Registrar in a timely manner.

It is hoped that all analyst members will attend the Faculty Forums which are held every other month. The Faculty Forum is an opportunity for the analyst community to gather and discuss issues of training in a collegial setting; it is not a policy-setting body, rather, ideas that emerge will be brought to the business meetings.

Also, as the JPA is a learning community, which espouses that learning never ends, everyone is considered Faculty whether one is teaching a specific course or not. All our communications, comments, or participation are didactic, and we are all responsible for the depth of learning within this community.

Advising panels;

Advising panels are made up, originally, of the candidate's admissions panel. Candidates are free to choose alternate members as their advisors as they progress through their training.

Faculty who serve on these panels are expected to stay in touch with their advisees and to consult about matters that arise. They are expected to know the JPA protocols and to find out what they don't know as things emerge with a candidate. Candidates are expected to contact their primary advisor at the very least once per academic year for an overview discussion.

Further, they interface with the Dean of Candidates as is appropriate. They also share, with the Registrar, the responsibility to help the candidate organize their course selections so that the candidate is encouraged to get a well-rounded training, as well as fulfill all their requirements.

In the occasion of a problem or question arising about a candidate's performance in training, the advising panel is convened. The panel or the candidate may request such a meeting, and in addition the advising panel may be convened with the candidate at the request of and if necessary together with, the steering committee, or the dean of candidates. If another faculty member is involved in the matter in question, that member may possibly be asked by the dean or steering committee to attend as well.

Supervisors:

Supervisors oversee and evaluate the candidate's clinical work.

They also are responsible for determining that the clinical hours the candidate is accruing towards the JPA required 750 hours of clinical work are actually analytic hours as defined below. (see appendix)

Supervisors are responsible for communicating any serious issues they encounter with their supervisees and/or their work. They should first, of course, speak to the candidate. If, after such conversation, the situation does not improve, and the supervisor feels there is an ethical/clinical issue at stake, the supervisor should bring it to the Dean of Candidates and/or the candidate's advising committee. Legal responsibility for the treatment of a candidate's analysis (whether the candidate is licensed or unlicensed) rests with the supervisor and with the SC. It is incumbent upon the supervisor to bring the SC into a situation when necessary.

Administration:

The JPA is a 5013C non-profit corporation and as such must be governed by a Board of Directors, which we call the Steering Committee. It is comprised of 7 elected officers and it must abide by the JPA By-Laws. This Steering Committee is legally responsible for everything that happens in the JPA.

The President: Oversees the entire enterprise of the Society and the Training Programs, coordinates the various branches of the programs and interfaces with the larger Jungian community as the JPA's representative. The president also communicates with NAAP, IAAP, the State and our lawyers.

The Vice President: Assists in the president's duties when needed, and typically takes on various specific projects that need overseeing. He/she also takes the president's place if he/she is absent.

Secretary: Responsible for taking notes of the SC and business meetings, distributing them to the appropriate bodies, and maintaining them for the community to consult in the future. The Secretary also ensures that proper notice is given for meetings, and maintains current lists of members and officers of the Association. The Secretary maintains copies of essential documents including the By-Laws and keeps custody of the seal of the Association. The Secretary shall make such documents available to any member in good standing upon request.

The Treasurer/Registrar: Is responsible for the oversight of the financial matters of the JPA. The Treasurer/Registrar coordinates with the JPA Accountant and Lawyer in all matters having to do with money, tuition, dues, taxes etc. He/she is responsible for generating financial reports and communicating to the membership any concerns that arise around our finances.

It is also the Treasurer/Registrar's job to arrange for the yearly candidate memberships to the Kristine Mann Library and ARAS.

In addition, he/she is responsible to maintain the database which includes all student transcripts, and for sending out tuition and dues invoices in a proper and timely manner.

Also, as Registrar, he/she notifies the Dean of Candidates if someone has not passed a class or is not fulfilling some other aspect of the program, such as supervision or analysis or clinical hours.

Curriculum Coordinator: Responsible for overseeing the smooth running of the curriculum, from trimester to trimester and from year to year. He/she solicits course ideas from the faculty and coordinates volunteer instructors with required courses, making sure that the various required courses are taught.

The Curriculum Coordinator also interfaces with the volunteers who organize the Colloquia and Practica for each year.

The Curriculum Coordinator is also responsible for thinking through the overall curriculum, looking for areas that are under-represented, gathering feedback from faculty and students about learning areas that may need more attention.

Also, he/she convenes the Faculty Forum and communicates the conversations to the larger community.

Lastly, he/she works closely with the Dean of Candidates on issues that may arise around requirements, student academic performance and the exam and final projects.

Dean of Candidates: oversees candidate matters. He/she is there to answer questions of procedure, and he/she is there to mediate in circumstances of conflict.

The Dean coordinates with candidate's advisors when appropriate as well as with the Curriculum Coordinator and the SC when appropriate.

The Dean is also responsible for communicating with the Student Representatives, and for articulating the various structures and procedures of the JPA to the candidates.

The Public Representative: This position is filled by someone who is not otherwise a member of the JPA. He/she should be knowledgeable about both small non-profit organizations and psychology. His/her job is to represent the public, to maintain the public's point of view in matters of ethics, governance and clarity of communication within the JPA and between the JPA and the public.

Personal Analysis for Candidates

Candidates must be in Jungian analysis throughout their training. A minimum of 300 hours of analysis is required for graduation. Candidates are free to choose any analyst in good standing with the IAAP. These hours must be of record with the Registrar, who will request of each candidate's analyst annual verification of analytic hours. Analyst fees vary as analysts set their own fees.

Supervision of Candidate's Clinical Experience

Candidates must be in clinical supervision with a JPA analyst throughout their training. In addition, during the final years of training, candidates are in "control" supervision, an intensive supervision of one ongoing case. It is expected that the control supervisor is different from the on-going supervisor.

These hours must also be of record with the Registrar, who will request of each candidate's supervisor annual verification (Sept 1-Aug 31) of supervisory hours.

Candidates are free to choose their supervisors from among the analyst members of the JPA who are licensed in New York State and whose scope of practice includes psychoanalysis. If the candidate is seeing analysands in a State other than New York State, their supervisor must have a license to practice in that State.

Supervisors set their own fees.

Tuition Structure, Course Registration, Leaves of Absence, Refunds

Annual full-time tuition of course fees and matriculation fees is \$4100. A breakdown of the program's total cost is listed below. Fees for analysis and supervision are approximate and will vary among analysts. (All fees are subject to change).

Course and matriculation fees are due upon receipt of invoice and must be paid in full before the beginning of the term. Only candidates who have paid for courses will be allowed to attend, unless arrangements have been made with the Treasurer.

Refund policy: A candidate is able to withdraw from a class up through the second week of a trimester and receive an 80% tuition refund. The candidate must notify the Registrar in writing. There are no refunds for community Colloquia Weekends or Practica. To request a refund due to extraordinary circumstances, a candidate must apply in writing to the Steering Committee.

It is assumed, when a candidate is accepted into the training program, that she/he is committing to being a part of the JPA learning community and to pursuing training with as much participation as possible. To be matriculated, candidates pay a tuition fee which includes the costs of the colloquia. Candidates then choose and pay for the classes that they will take each trimester. Thus, the minimum full-time participation can be attendance at the colloquia, although this low level of participation in the program is not ideal, for the candidate or for the community.

If a student feels the need to take a leave of absence, she/he must discuss this with her/his advisers and the Dean of Candidates.

Leaves of absence can be granted for up to one academic year. Due to the value of sustained connection with the community and the continuing development of the candidates, any leaves of more than one year will need to be reviewed and discussed with the advisors and the Dean.

Candidates on a leave of absence within a prescribed term are allowed re-entry into the full training program with no further readmissions requirements other than communicating with their advisors and the dean as to their intention to return.

Once a candidate is on a leave of absence, she/he may not attend credit-accruing JPA events: colloquia, clinical evenings, practica, or classes.

If a candidate is on a leave of absence, she/he must remain in analysis and, if seeing analysts, supervision, throughout the leave.

The candidate on a leave of absence will pay an administrative fee of \$100.00 per term to remain enrolled.

Candidates in the License-Qualifying Program may be granted a leave of absence with the above conditions. However, if they wish to continue to treat their analysts, they must do so in the JPA space and thus must continue to pay the LP training fee.

If a candidate withdraws from the program completely, she/he will have to re-apply if she/he wishes to return to training.

Requirements for Graduation from the JPA IAAP Certification Program

1. The completion of 140 credits (which must include the completion of the four year cycle of required readings in the Collected Works).
2. The completion of a minimum of 300 hours of Jungian analysis with an IAAP analyst. This is the minimum; candidates must be in analysis during their entire training. These hours must be of record with the Registrar, who will request of each candidate's analyst annual verification (Sept 1-Aug 31) of analytic hours.
3. The completion of a minimum of 260 hours of clinical supervision with a JPA member Jungian analyst. Of those hours, 88 are Control supervision. This is a minimum number; candidates are required to be in supervision throughout their training. These hours must also be of record with the Registrar, who will request of each candidate's supervisor annual verification (Sept 1-Aug 31) of supervisory hours.
4. The completion of 750 hours of supervised clinical analytic work, as defined by the JPA.
5. A minimum of 24 Dream Practica.
6. Passage of the Examination.
7. Completion and presentation of the Graduation Project to the JPA community.

Requirements and Procedures for the License Qualifying Program

The requirements for the License Qualifying Program and the IAAP certifying Program are somewhat different. The LP track is framed by the State's requirements that are outlined below. Candidates who are in both programs will note that the majority of requirements overlap.

The State divides the required learning goals into 9 areas of proficiency (not to be confused with the JPA's 6 areas of proficiency for the JPA Exam). Candidates must complete 45 clock-hours of instruction in each of these areas. Within the JPA curriculum, these hours can be attained through completion of the CW reading courses, the first year introduction class and a few other courses designed specifically for them, such as the DSM IV course.

The following is a breakdown of a possible course of study over five years in each of the 9 areas of proficiency of the New York State education requirement for psychoanalysis.

CONTENT AREAS FOR COURSE WORK	Course Numbers, Titles and Clock-hours	
A1	Personality development	THE546: Jungian Theory and Clinical Practice I 15 JUR353: Symbols of Transformation, CW vol 5 15 JUP585: Emotion:Theoretical and Clinical Perspectives 15 <p style="text-align: right;">total 45</p>
A2	Psychoanalytic theory of psychopathology	THE441: History and Development of Jung's Thought 15 THE454: History and Development of Jung's Thought 15 JUR458: Two Essays on Analytical Psychology 15 <p style="text-align: right;">total 45</p>
A3	Psychoanalytic theory of psychodiagnosis	JUP535: Jung and the DSM 15 JUR252: Archetypes of the Collective Unconscious I 15 JUR253: Archetypes of the Collective Unconscious II 15 <p style="text-align: right;">total 45</p>
A4	Sociocultural influence on growth and psychopathology	JUP537: Religion and the Psyche, CW vol.11 15 MYT420: Patterns of Consciousness in Creation Mythology 15 MYT323: Oedipus, Psychological Process 15 <p style="text-align: right;">total 45</p>
A5	Practice technique (including dreams and symbolic processes);	JUP538: Jungian Theory and Clinical Process II 15 JUR456: Research into the Phenomenology of the Self 15 JUR457: Research into the Phenomenology of the Self 15

		total 45
A6	Analysis of resistance, transference, and countertransference	JUR450: Psychology of the Transference , CW vol 16 15 JUR351: Mysterium Conjunctionis, CW, vol 14 -I 15 JUR352: Mysterium Conjunctionis, CW vol 14 - II 15 total 45
A7	Case seminars on clinical practice	CAS101, 102, 201. 202. 301. 302, 401, 402 total 120
A8	Practice in psychopathology and psychodiagnosis	JUP539: Jungian Theory and Clinical Practice III 15 JUR151: Clinical Methodology-Basic Concepts to Late Works -I 15 JUR152: Clinical Methodology-Basic Concepts to Late Works - II 15 total 45
A9	Professional ethics and psychoanalytic research methodology	JUP590: Course in Research 15 JUP591: Graduation/Research Project 15 JUP534: Jung and the DSM-II 15 total 45
		<i>TOTAL</i> 480 clock-hours

Requirement of Candidate Clinical Hours in the License Qualifying Program

Candidates must complete 750 clock-hours of supervised face-to-face analytic work. Once candidates have completed 300 clock-hours of clinical experience, they will be given a certificate of completion of those clock-hours which they can then use as part of their application to take the NYS licensing exam. .

Candidates in the License Qualifying Program may only see their analysands in an approved office space provided and supervised by the JPA, as per the requirement of the New York State Education Department.

Payment for clinical hours for those in the License-Qualifying Program: The candidate bills the analyst. The analyst writes a check to the JPA for that amount. The candidate then sends the check, with a notation of the clinical clock-hours it represents, to the JPA which records the number of clock-hours and then issues the candidate a check for the full amount.

Please see the description of what constitutes an approved analytic clinical experience at the end of the handbook.

Personal Analysis for Candidates in the License Qualifying Program

Candidates must be in Jungian psychoanalysis throughout their training. A minimum of 300 clock-hours of analysis is required for graduation. These hours must be of record with the Registrar, who will request of each candidate's analyst annual verification (Sept 1 – Aug 31) of analytic hours. Candidates are free to choose any analyst in good standing with the IAAP. Analysts set their own fees.

Supervision of Candidate's Clinical Experience in the License Qualifying Program

Candidates must be in clinical supervision with a JPA analyst member in a State approved site during their training. In addition, during the final two years of training, candidates are in "control" supervision, an intensive supervision of one ongoing case. A minimum of 150 clock-hours is required, with 50 of those clock-hours being with one supervisor on one case, and 100 clock-hours with another supervisor working on one or more cases. These hours must be of record with the Registrar, who will request of each candidate's supervisor annual verification (Sept 1-Aug 31) of supervisory hours.

When the candidate is ready to begin control supervision and his/her Advisory Committee concurs, the Director of Training and Administrator shall be notified so that the hours will be correctly recorded. Candidates are encouraged to do control with a different analyst than their ongoing supervisor.

Candidates are free to choose their supervisors from among the analyst members of the JPA who are licensed to practice psychoanalysis in New York State or are exempt. Our analyst members who are available to supervise the License Qualifying Program's candidates all meet the requirements for supervision established by the Regulation. It is understood that analyst members who do not live or work in New York State, and who do not have a New York State License, will not supervise anyone in the License Qualifying Program.

No one will supervise or lead a case seminar until they have been practicing at least five years from the time they graduated from an IAAP certified Jungian Training Program, and at least one year after attaining a NYS License.

Supervision fees vary depending on the seniority and experience of the supervisor.

Payment of supervisory fees: The Supervisor bills the candidate monthly. The candidate pays the amount to the JPA which will record the clock-hours of supervision that month in the student's file and office records and which then pays the supervisor.

All supervised experience will be verified on "Form 4B--Certification of Supervision Experience."

Evaluations

In addition to the JPA point of contact feedback and assessment meetings, candidates in the License Qualifying program will be given grades--A through F --at the completion of each course. They will also be given written evaluations. LP Candidates will also give written evaluations of the courses and instructors at the end of each course. Receipt of these evaluations are needed for credit to be given.

Child Abuse Prevention Training

Candidates in this program will take the State approved Child Abuse Prevention Training. This training can be achieved on-line at: www.ocfs.state.ny.us/main/prevention. Proof of completion must be on record with the Registrar.

Insurance

All LP candidates must carry malpractice insurance, which can be obtained through NAAP. Proof of coverage should be given to the Registrar.

Requirements For Graduation from the NYS Psychoanalytic License Qualifying Program

1. The completion of 405 clock-hours of course-work.
2. The completion of a minimum of 300 clock-hours with IAAP certified analyst.
3. The completion of 150 clock-hours of clinical supervision with a New York State licensed or exempt JPA member Jungian analyst, of which 50 clock-hours are Control supervision of one case.
4. The completion of 750 clock-hours of supervised face-to face clinical work with analysands in an approved location. Candidates will be given a document of completion when they have achieved 300 clock-hours of clinical analytic work, acknowledging that they have completed the NY State Education Department requirement.
5. The completion of the Child Abuse Prevention course established by the State of New York.
6. Passage of the JPA Examination

Program Costs :

IAAP Certifying Program

Application Fee	\$150
Course fees for 4 years (92 units at \$100 per unit)	\$9,200
Tuition fees: \$1800 per year for 4 years (includes 48 units of required colloquia)	\$7,200
Private supervision: 172 clock-hours at \$150 per hour	\$25,800
Control supervision: 88 clock-hours at \$150 per hour	\$13,200
Analysis: 300 clock-hours at \$150 per hour	\$45,000
Total estimated cost for IAAP Certification Program:	\$100,550

The NYS License Qualifying Program¹

Application Fee	\$150
Course fees for 5 years (115 units at \$100 per unit)	\$11,500
Tuition fees: \$1800 per year for 5 years (includes 60 units of required colloquia)	\$9,000
Training fees for 5 years	\$22,500
Private supervision: 100 clock-hours at \$150 per hour	\$15,000
Control supervision: 50 clock-hours at \$150 per hour	\$7,500
Analysis: 300 clock-hours at \$150 per hour	\$45,000
Total estimated cost for License Qualifying Program:	\$110,650

Annual full-time tuition is \$4100. Full-time attendance is considered to be 35 units per year. A breakdown of the program's cost is below. The training fee covers some of the unique costs to the JPA for administering this Program, including extra book-keeping, extra employment of an Administrative Assistant, maintenance of a larger site etc. Fees for analysis and supervision are approximate and will vary among analysts. These fees are subject to change.

A breakdown of the program's cost is below. 1 "Unit" =15 clock-hours

Fees for analysis and supervision are approximate and will vary among analysts. These fees are subject to change.

Cost of books: It is hoped that candidates will already have or will acquire the Collected Works of C. G. Jung, as this collection forms the basis for our core curriculum, as well as being essential reading for a professional career as a Jungian Psychoanalyst. However, no one is required to buy books. Most of the assigned reading for classes can

¹ *DISCLAIMER: Completing only the LP program for the state of New York in no way qualifies one to call themselves a Jungian Analyst or to join the JPA as a professional member, or to imply that they have been trained as a Jungian Analyst by the JPA.*

be found at the Kristine Mann Library or can be borrowed from faculty if necessary.

Financial Aid: At this time we do not offer any financial aid. As we develop, we plan to offer financial aid to the extent that our funds and budget allow.

JPA Examination Reading List

Please note: This reading list is intended as a minimum study guide for the exam areas of proficiency. It is not intended to be exhaustive nor does it imply sufficiency or dynamic psychological mastery of the material listed.

Jung: (this material will also be presented in class format)

Memories, Dreams, Reflections

Volume II: Experimental Researches (especially “The Word Association Experiment”)

Volume V: Symbols of Transformation

Volume VI: Psychological Types

Volume VIII: The Structure and Dynamics of the Psyche

Volume VII: Two Essays on Analytical Psychology

Volume IX (Part I) : The Archetypes of the Collective Unconscious

Volume IX (Part II) : Aion: Researches into the Phenomenology of the Self

Volume X: Civilization in Transition (especially ‘The Spiritual Problem of Modern Man’ and ‘Flying Saucers’)

Volume XI: Psychology and Religion: West and East

Volume XII: Psychology and Alchemy

Volume XIV: Mysterium Coniunctionis

Volume XVI: The Practice of Psychotherapy

Volume XVIII: The Symbolic Life

Vision Seminars or Dream Seminars

Children’s Dreams

History of Depth Psychology:

Shamdasani, Jung and the Making of Modern Psychology: The Dream of a Science

Shamdasani, Jung Stripped Bare, by his Biographers, Even

Ellenberger, The Discovery Of The Unconscious: The History And Evolution Of Dynamic Psychiatry

The Freud/Jung Letters

L. Frey-Rohn, From Freud to Jung

Kerr, John, A Most Dangerous Method

Casement, Ann, ed, Who Owns Jung?

Beverly Zabriskie, Atom and Archetype: The Pauli/Jung Letters, 1932-1958

Choose a biography of Jung

1. Symptom and Symbol Formation, Psychopathology and Psyche-Soma Conjunctions

Edinger, E. Ego and Archetype

Jacobi, J. Complex, Archetype and Symbol

Neumann, E. The Origins and History of Consciousness

Ulanov, Ann, Attacked by Poison Ivy

2. Fields of Psychological Process

Stevens, Archetype Revisited

Singer, T., and Kimbles, S.L. (2004) The Cultural Complex: Contemporary Jungian Perspectives on Psyche and Society

Henderson, J.L. (1990) "The Cultural Unconscious," in *Shadow and Self: Selected Papers in Analytical Psychology*,

W.B. Goodheart, book review of Langs and Searles in the S.F. Library Journal, Number 4, 1980 and also the rejoinder: Kugler, P, and Hillman, J. (1985), "The Autonomous Psyche: A Communication to Goodheart from the Bi-Personal Field," Spring: 141-184 (Also reprinted with 10 other responses in JAP Vol. 32)

a. Dreams and Dream Studies

Kaufmann, The Way of the Image

Whitmont and Perera Dreams, A Portal to the Source

Stein, M., Ed. Dreams in Analysis

Meier, C. A. Healing, Dreams and Ritual

Adams, M, The Fantasy Principle

3. Transformational Systems: Images and Applications

Ulanov, Transforming Sexuality: The Archetypal World of the Anima and Animus

Hillman, J. Healing Fiction.

Von Franz, Alchemy: An Introduction to the Symbolism and the Psychology

Edinger, E. Anatomy of the Psyche

4. Mythology, Mythopoeisis and Mythologems

a. Mythological and Symbol Systems Studies:

Von Franz, Creation Myths

Kerenyi and Jung, Essays on a Science of Mythology

Eliade, The Forge and the Crucible, Myth and Reality

Campbell, J, Hero with a Thousand Faces

Neumann, The Great Mother

Ulanov, Ann, Religion and the Unconscious

b. Individual Mythologies (Know one well):

Egyptian

Greek

Hindu

Christian

Native American

Gnosticism

Kabbalah

Other

5. Jungian and post-Jungian Theory

Cambray and Carter (ed.), Analytical Psychology

Cambridge Companion to Jung

Stein, (ed.), Jungian Analysis,

Papadapolous, (ed.), The Handbook of Jungian Psychology

Hillman, J. Re-visioning Psychology

Samuels, Jung and the Post Jungians

Von Franz, M.L. On Divination and Synchronicity

Hauke, Jung and the Postmodern: The Interpretation of Realities

Wolfgang Giegerich, The Soul's Logical Life: Towards a Rigorous Notion of Psychology

M. Adams, The Multicultural Imagination

Casement, Ann, Post Jungians Today

6. Analytic Attitude, Ethics and Techniques

Jacoby, M. The Analytic Encounter

Salman, S. "True Imagination" in Spring (Vol. on Alchemy) 2006.

Von Franz, M.L. Projection and Recollection in Jungian Psychology

Von Franz, M.L. Psychotherapy

C. Whitmont, The Symbolic Quest

F. Wickes, The Inner World of Choice

Ulanov, Ann, The Healing Imagination

The JPA Analytic Hour

It has come to our attention that there is some confusion amongst supervisors about what constitutes an analytic hour for the purposes of counting toward the 750 hours needed for graduation. The supervisor shall make the determination of what makes an analytic hour using the following criteria:

For training purposes the analytic hour could be described, at an absolute minimum, as a consensual uninterrupted one-on-one session, from 45 minutes to one hour long, in a closed room. Also for training purposes the patient would preferably have no psychotic diagnosis and would not be an in-patient. In such instances, the supervisor must determine the suitability of the case for analytic training.

Supervisors and supervisees should bear in mind the following criteria for a qualifying clinical hour. It is based on a consensual contract, established and maintained between a practitioner and patient in the service of the patient's psychological process and welfare, psychic integrity and psychological integration. It consists of a professional and verbal therapeutic relationship within the boundaries informed by, and consistent with, analytic neutrality and abstinence. It requires the practitioner's ability to understand and interpret ego states, unconscious material and process, transference and counter-transference, and both the real and symbolic aspects of the therapeutic relationship.

Additionally, the supervisee must determine and represent to the supervisor that his or her clinical methods (including those mentioned above) are in compliance with the regulations of the counseling center, hospital, or employer. Furthermore, the counseling center, hospital, or employer would be aware of, and not object to these guidelines for talk therapy in general as well as insight-based techniques such as reflection and the interpretation of patient material and transferential dynamics specifically.

Current hours may be grandfathered.

JUNGIAN PSYCHOLOGY ASSOCIATION
CODE OF PROFESSIONAL CONDUCT and ETHICS

PREAMBLE

These standards and this code is intended for and applicable to both graduate analysts and candidates of the Jungian Psychology Association (to be referred to as the JPA).

In addition to the tenets presented below, all participants of the JPA, both members and candidates, are expected to be in compliance with existing professional conduct and ethics codes and procedures of the International Association for Analytical Psychology (IAAP) and all the professional practice groups in which they and the association have membership. They are to establish, and remain in compliance with, the regulations and laws of the states and nation in which they practice.

Analytical psychology is understood as both a mental health discipline, and a consensual contract, established and maintained between, practitioner and patient, analysand and analyst in the service of the patient's psyche.

This document has two areas of concern.

The first is professional standards, to serve as guidelines for integrity in the practice of analytical psychology.

The second is ethical norms, the transgression of which constitutes an ethical violation.

It thus delineates guidelines for consciousness about professional conduct, to be observed for the good and welfare of analysand and analyst, supervisee and supervisor, instructor and candidate. In instances where these miscarry or are neglected, it allows for mediation by Professional Standards Committee.

The standards described herein are informed by the objectives of sound reparative and curative practice. The aim of the code is to protect the public from malpractice, to offer criteria for an ethical practice, to assist the Jungian Psychology Association (JPA) in achieving its aims and objectives by educating analytical psychologists steeped in the ethics

necessary for depth psychological practice.

In instances where these are deemed by the Professional Standards Committee to have been violated, it provides the means for grievance with an elected Professional Standards Committee, ethics complaints and their adjudication through appointed ad hoc Ethics Panels, and an appeals process through an appeals panel.

Revisions of an adopted code may be made by a two-thirds vote of the membership.

ANALYTIC CONTEXT FOR ETHICS AND PROFESSIONAL CONDUCT

ANALYTICAL PSYCHOLOGY as a mental health treatment consists of an attentive and focused verbal therapeutic relationship between an analyst and an analysand. It attends to ego states and unconscious processes with awareness of the realities and demands of transference and counter-transference. Its focus is the patient's psychic integrity and psychological integration.

The analyst understands both the real axis and the symbolic nature of the analytic relationship. This informs the analyst's stances of mutual respect, and analytic neutrality and abstinence, reflection and professional participation in patient process. It also informs the rigor that prevents the practitioner from indulgence of complexed needs, or collusion with the patient's complexed demands that emerge in the highly charged atmosphere of the analytic relationship.

The standards suppose that the analysand will be treated in a mannerly and respectful fashion. They are informed by an awareness that the delicate and rigorous mandates of a depth analysis, with the dynamics imposed and induced through the transference, is more subtle and discriminating than can be prescribed by a code for professional conduct and ethics. Nonetheless, it is also accepted that a fully developed ethical analytic consciousness and stance takes time to achieve, that counter-transference can exist for the analyst, and that new circumstances can arise during a long practice life.

Thus formal guidelines for professional conduct and ethical practice are helpful and necessary, as a fundamental basis for practitioners and students of analytical psychology.

While the guidelines may overlap the laws for practice, in themselves,

they are distinct from civil or criminal legal liability.

PROFESSIONAL CONDUCT STANDARDS

The areas of professional conduct are the following:

The good and welfare of the analysand as paramount to treatment and of the candidate as paramount in training.

Representation of the analyst, analysis, analytic training, and professional associations and organizations.

Confidentiality in the practice and presentation of analytical psychology.

REPRESENTATION, PRACTICE CONDITIONS AND TERMS

An analytical psychologist shall identify and present him or herself as possessing only those legitimate academic degrees, licenses, certifications, and qualifications which have been earned and are recognized by the country and state of study, residence, and practice.

It is incumbent on the practitioner to establish a clear and open contract, based on fee for arranged time and expert attention. The analyst, aware of the unfamiliarity of most patients with the therapeutic contract, must clearly represent to the patient the terms and conditions of the treatment, e.g. appointment commitments length and frequency of sessions, fee arrangements, including cancellation policies. The analyst shall ensure that these terms and conditions are maintained. If the conditions are changed or adjusted, a mutual exploration and consensual understanding of the reasons for, and effects of, the change is essential.

Analysts conduct themselves with awareness of the implications of their professional and public statements and behavior upon their community and colleagues. Distinctions must be made between speaking for oneself and for an association or institution.

Analysts, professional organizations and training institutions must accurately represent the boundaries of their functions and competencies.

Analysts shall continue to pursue professional growth by staying informed of recent literature, relevant research, technique and outcome studies.

GOOD AND WELFARE OF THE PATIENT

As the transference relationship is vulnerable to influence, suggestion, and emotional leverage, it is essential that the practitioner desist from exploitation through other gratifications which are not in the stated contract, not in the service of the patient's psyche, and not appropriate to the symbolic and real nature of the analytic relationship. Inappropriate contacts, pressures, and rewards, described below, are to be refused and avoided.

The analyst is not to use an analysis or the analytic process for the profit or furtherance of professional, political or religious interests

Dual relationships are to be avoided. It is inappropriate to accept patients when there would be a conflict of interest or contamination of the treatment of a current or past patient.

Social contacts with a patient are to be avoided, during treatment. As the transference relationship goes beyond the actual analysis, such contacts with patients after treatment are to be monitored carefully.

Social contact with a patient's relatives should be approached with great caution and should occur only with the knowledge and consent of the patient. Exceptions may be made in certain circumstances, such as in the treatment of children, or when a patient is a danger to himself/herself or others.

Various forms of abandonment must be avoided, such as not returning patient calls when requested. If termination is deemed necessary, care must be taken to find an appropriate alternative if the patient so requires and/or requests. As in all cases where a therapeutic experience is not possible, the analyst must strive for a consensual termination.

COMPETENCE OF THE ANALYST

An analytical psychologist shall not continue to practice when addicted, seriously dependent on and/or impaired by the use of substances, or by a physical, mental, psychiatric illness which would impair the ability to practice with adequate insight, detachment, skill and judgment.

If personal issues interfere with professional effectiveness, an analyst must seek professional consultation regarding suspension, termination, or limitation of professional functions.

THE SUPERVISOR/SUPERVISEE RELATIONSHIP

It is essential to remain sensitive to all dynamics of transference which accrue to the various forms of professional relationships. The analyst in the role of supervisor, instructor, or committee member shall observe all the codes and conditions described above as incumbent on the analyst. The analyst must refrain from seeking or taking advantage of a professional role or authority to harass or intrude on a supervisee or student.

As supervisor or instructor or committee member, the analyst may not expect or request information regarding the candidate's personal history, material, or personal analysis beyond what is constructive and necessary in assisting the candidate to recognize and understand counter-transference and complexed responses in the analytic setting and relationship.

When analysts assume other professional roles, such as supervision and instruction in the training of analysts, the boundaries between analysis, supervision, and training are to be honored. Analysands will not be permitted to participate in a case seminar led by their analysts. Nor will they be required to take classes taught by their analysts. The option to do so must be determined within the analysis.

No action which transgresses the legal and civil rights of analysands, supervisees, students or colleagues is permitted.

COLLEGIAL RESPONSIBILITIES AND RELATIONSHIPS

As a member of a professional and training association, an analytical psychologist strives for one's own and one's colleagues continued expertise, competence, integrity, growth and ability to contribute to the field and insure its transmission.

An analyst is obliged to seek consultation from, or make referrals to, other professionals with specific expertise which would benefit a patient or an individual seeking professional health services. Such referrals are intrinsic

to the good conduct of the field, and are not to be exploited, as in seeking fee or barter in return.

In instances where an analyst is contacted by an individual currently in therapy or analysis, that person's reasons for seeking other services are to be explored. As termination is an important phase of therapeutic relationships, where possible, the person may first be advised to conclude the previous therapy in a direct and honest manner before embarking on another therapeutic process.

In professional presentations, and publications, it is incumbent on the presenter or author to give credit to those who have contributed to their work with the appropriate acknowledgments, references, and citations.

When there are breaches of professional conduct, consultation may be sought from the Professional Standards Committee.

ETHICAL CODES OF PRACTICE

The following tenets of the ethics code are intended to serve as a protection against the following:

BREACH OF CONFIDENTIALITY REGARDING PRACTICE AND CONSULTATION

EXPLOITATION BY AN ANALYTICAL PSYCHOLOGIST OF PATIENTS, SUPERVISEES, AND CANDIDATES.

HARASSMENT BY AN ANALYTICAL PSYCHOLOGIST OF PATIENTS, SUPERVISEES, AND CANDIDATES.

CONFIDENTIALITY

The individual analyst, the group analyst and group members, instructors and participants in professional classes and case seminars, must all be bound by confidentiality about the identities and material of analysands.

The analyst must provide a protected space for consultation in which the patient is not intruded upon nor exposed. The analyst must provide means of communication which are private and protected.

The analyst must keep files of patient material in a protected space. In the event of the incapacitation of the analyst, there must be arrangements for professional contact with patients through a trusted colleague.

Discretion should be exercised when professional consultation is utilized. Whenever possible, patients are to be given the responsibility to convey information among the various consulting professionals, and must be informed of what information will be discussed among the professionals involved.

Regarding professional presentations and publications, confidentiality and the preservation of a patient's anonymity is essential. Written permission must be obtained for the publication of patient material. If a patient requests that his/her material should not be published or presented, this must be respected.

Exceptions to confidentiality may occur when a patient signs a release for a lawsuit or when the law requires a breach of confidentiality, as in the case of child abuse, or the requirement to warn of danger to others, or court order. Analysts are to be made aware if conditions arise which do not allow for confidentiality under the law or for the sake of insurance re-imburements.

In no instance is a recognizable patient who may be known or identified to be presented in professional seminars. In no instance may a patient presented in a seminar or supervision be discussed outside of these formats.

EXPLOITATION AND ABUSE

An analytical psychologist may not indulge in seductive behaviors or language, sexual harassments, intimacies, physical contacts or relationships with any patients, supervisees, or candidates.

Sexual intimacy between analyst and analysand betrays an analysand's right to professional and unimpaired treatment. Given the nature of the transference, there is no possibility for the analysand's free and clear

consent. Thus sexual contacts within the frame of an analytic relationship is always an abuse and so constitutes a de facto termination.

It is also not ethical or acceptable to terminate treatment in order to have a sexual affair.

The analyst may not be punitive, or harassing, or threatening when an abuse has occurred about which a patient may file an ethical complaint. Further, the analyst must report his behavior and seek peer and professional exploration of the source and nature of seductive and abusive behavior.

An analytical psychologist should not use physical force with or against a patient. An exception may be made when the patient is physically dangerous and must thus be restrained.

Financial arrangements shall be restricted to matters concerning professional fees. The analyst shall not profit through other financial arrangements with a patient.

RESPONSIBILITY RE THE ETHICS PROCESS

The JPA member and candidate is to be conscious and responsible re the ethics code and one's own ethical stance and behavior. With this awareness, the practitioner is to seek consultation and inform the JPA Ethics Committee of the unprofessional conduct. Self-reporting does not relieve the member of responsibility for misconduct nor will it circumvent the sanctions of the Ethics Committee.

If the practitioner is accused, indicted, or convicted of a criminal offense, or has proceedings brought by a professional body or licensing agency in the state or country in which he/she resides or practices, that person must so inform the Chair of the Steering Committee, who in turn refers the matter to the Professional Standards Committee or an ad hoc Ethics Panel according to the seriousness of the violation.

In instances where information about a colleague's unethical behavior is received within an analysis the primary value is the confidentiality of the process and the psychological needs and well being of the analysand. The analyst can inform the analysand that the reported behavior is considered unethical and explore the response appropriate for the individual regarding an unethical abusive experience.

When a JPA analyst or candidate has concerns about a colleague's or candidate's professional and ethical behavior, the first response is an attempt to speak privately with the professional in question, unless this would constitute a breach of an analyst's confidentiality. Both parties may then consult the Professional Standards Committee.

If there is good and clear evidence of serious, continued and repeated unethical misconduct, the concerned member is to contact the Chairperson of the Committee, again providing there is no breach of analytic confidentiality, and inform the member that this is being done.

Once an ethics process begins, the practitioner in question may not resign from the JPA or unilaterally leave the training program but must proceed with and through due process.

An analyst or candidate called upon to clarify possible questions regarding professional conduct or a possible breach of ethics, or to respond to a grievance or an ethics complaint must be duly and clearly informed of the nature and content of the meeting with the Professional Standards Committee and/or Ethics Panel. The professional is expected to cooperate in good faith. Non-compliance or refusal could itself constitute unethical or unprofessional behavior, and so be grounds for action, such as a recommendation of suspension or expulsion from membership.

All members must be informed about the JPA and IAAP Professional Standards and Ethics Code. Disregard and non-adherence to the Code may require and result in removal from JPA and IAAP membership.

ETHICAL EDUCATION

A depth understanding of the conscience of consciousness, of the reparative and teleological vectors of the patient's psyche, of analytic process, and of the transference, will inform the analyst's conduct and choices regarding the patient. The application of this understanding to the theory and practice of analytical psychology will be an integral part of professional discussions, seminars, and candidate classes and case seminars.

For greater breadth and depth of ethical consciousness, and refinement and review of the efficacy of the code and its procedures, continuing "consciousness-raising" discussion and review of the various tenets of this code in professional meetings and classes will contribute to the ongoing development of an analytic ethic, and prepare JPA members to serve as mediators on committees for professional conduct, and as members of ethics panels.

Candidate participation in these discussions in the course of training will further the analytic ethic essential for a graduate analyst.

JUNGHIAN PSYCHOLOGY ASSOCIATION
PROCEDURES REGARDING PROFESSIONAL STANDARDS AND
ETHICS

SUMMARY

The standards and code procedures provide recourse for clients with grievances about professional conduct and complaints about ethical matters in settings within the auspices of the JPA.

The JPA member and candidate is responsible for one's own ethical stance and behavior, and to be and remain conversant with the JPA standards for professional conduct and the ethics code. All JPA members are obliged cooperate with the established procedures.

Regarding professional conduct, the procedures are to provide consultation, evaluation, and determination as to adequate and sound analytic and psychotherapeutic practice, supervision, and training. This will be done through a Professional Standards Committee.

Regarding ethical practice, the procedures are to provide means for hearing and adjudicating ethics complaints. This will be done through an appointed ad hoc Ethics Panel.

Appeals may be brought through an appointed Appeals Panel.

Once a report, grievance, or complaint process begins, the practitioner in question may not resign from JPA membership or candidacy but must proceed with and through due process.

The JPA member or candidate is expected to cooperate in good faith with the Professional Standards Committee, with the Ethics Panel, the Appeals Panels, and with the Chair of the Steering Committee. Non-compliance or refusal could itself constitute unethical or unprofessional behavior, and so be grounds for recommended action, such as a recommendation of suspension or expulsion from membership.

All minutes, documents, proceedings and adjudications of the Committee and Panels are confidential, except where the law requires disclosure.

PROFESSIONAL STANDARDS COMMITTEE

STRUCTURE

There will be a standing committee for interpretation and consultation regarding guidelines for professional conduct, for mediation, and determination of grievances.

The standing committee is composed of six members who are not officers of the Steering Committee, nominated and elected by JPA membership. Once elected, the standing committee shall appoint its Chair from its members. The term of office for the Chair and members will be three years, renewable once for a further three years.

These six persons will coordinate on-going discussion and review of the JPA Professional Standards and Ethics Code in order to make recommendations to the JPA membership. It will provide a three-person subcommittee to hear concerns about professional conduct from an analysand emerging from practice, from a candidate in relation to training, or from a colleague in relation to another colleague.

All members of the elected Professional Standards Committee must be graduate members of the JPA who are not officers of the Association Steering Committee and without conflict of interest regarding the persons and matters to be heard and adjudicated.

FUNCTIONS

The practitioner is invited and encouraged to seek consultation with the professional standards committee when there is concern about one's own misconduct. These requests may be verbal or written.

Grievances re another's professional conduct and complaints re transgressions of ethical boundaries must be made to the committee in writing.

During discussion of a specific matter or complaint, the committee may invite an expert as temporary advisor, according to the guidelines of the group.

This committee is responsible for the following:

To be a resource for all members and candidates on matters pertaining to professional conduct and ethics, for the good and welfare of members of the JPA.

To review the Professional Standards guidelines and Ethics Code and propose worthy revisions and amendments to the JPA membership as deemed necessary.

To accept and/or seek a consultant role with a colleague who may be having problems with professional and ethical conduct.

To receive, evaluate, and hear grievances about standards and complaints of violations of the ethics code

To meet with persons making grievances of professional misconduct and/or complaints about ethics and to meet with the practitioner named.

To hear grievances about JPA members not following the prescribed procedures in submitting grievance and complaints about themselves and about colleagues.

To close a case deemed unwarranted, frivolous, or inconclusive.

To settle and mediate minor grievances.

To refer serious, continuing, and repeated ethics violation to the Chair of the Steering Committee.

Actions and determinations by the Committee shall be based on a majority decision of its members.

PROCESS RE: PROFESSIONAL CONDUCT

The practitioner is to contact and inform the Chair of the Steering Committee if there is a recognized breach in one's own professional or ethical conduct. Depending on the seriousness, frequency, and nature of the breach, the Chair may then refer the case either to the Professional Standards Committee or directly to an Ethics Panel.

Self-reporting does not relieve the member of responsibility for misconduct nor will it circumvent the determinations of the Professional Standards Committee or sanctions of the Ethics Panel.

An analyst or candidate called upon by the Professional Standards Chair to meet with its members to clarify a possible disruption in professional conduct and/or to respond to grievance or ethics complaint must be duly and clearly informed of the nature and content of the meeting

When a JPA analyst or candidate has concerns about a colleague's or candidate's professional behavior, the first mandated response is an attempt to speak with the professional in question, unless this would

constitute a breach of confidentiality. If there is good and clear evidence of continued and repeated unethical misconduct, the concerned member is to contact the Chairperson of the Professional Standards Committee, again providing there is no breach of analytic confidentiality, and also inform the member being reported that this is being done.

To report grievance sustained oneself, an analysand or candidate is to contact the Chair of the Professional Standards Committee. The griever must expect to meet with the committee and possibly with the appointed Ethics Panel to further the complaint.

When misconduct or an abuse is described within an analysis, the analyst must carefully explore with the individual who has experienced abuse if it is in their psychological interest to report the breaches, and to inform the analysand the appropriate procedure to be followed. When analytically appropriate, the analyst is to explore with the individual what may be expected and experienced during a grievance or complaint procedure in the context of the person's psychology.

ETHICS PANELS

A member expelled from another professional association, whose license is revoked, or who is charged or convicted of a criminal offense, is required to inform the Chair of the JPA Steering Committee. If another professional body informs the JPA of a complaint, it may proceed with its own procedures.

The Steering Committee Chair will appoint an ad hoc ethics panel to hear a specific ethical complaint as recommended by the Professional Standards Committee when it deems that there has been an ethical violation for which mediation is not appropriate.

All members of the appointed ad hoc Ethics Panels must be senior graduate members of the JPA who are not officers of the Association Steering Committee and without conflict of interest regarding the persons and matters to be heard and adjudicated.

All minutes, documents, proceedings and adjudications of the panels are confidential, except where the law requires disclosure. For the protection of all involved, these proceedings may be taped.

Actions and determinations by the panels shall be based on a majority decision of its members.

The Chair of the Steering Committee will be informed of the committee and panel determinations.

The JPA committees and panels, complainants and respondents have the right to be represented by legal counsel, as long as they also respond and appear personally.

Non-adherence or disregard of the Ethical Code can result in removal from JPA membership.

APPEALS PANEL

An appeals process by either party must be undertaken within 60 days of an ethics panel decision. The process itself should be concluded in 90 days. In an appeals process, three senior JPA members will comprise an appeals panel to hear the complaint – two chosen by the Steering Committee Chair and one chosen by the analyst, or faculty member, or committee, or candidate against whom the complaint is brought. They may be members of the Professional Standards Committee who did not serve on the original three-member ethics panel.

In all cases, there should be no conflicts of interest involving the members.

During discussion of a specific matter or complaint, the Appeals Panel may invite an expert as temporary advisor, according to the guidelines of the group.

Actions and determinations by the appeals panel shall be based on a majority decision of its members, and communicated in writing to all involved parties within one week of reaching a decision.

If the recommendations of the Appeals Panel contradicts those of the Ethics Panel, both sets of findings will be presented to the Steering Committee where a two-thirds majority shall be required to rescind or revise the previous decision.

All minutes, documents, proceedings and adjudications of the appeals panel are confidential, except where the law requires disclosure. For the protection of all involved, the proceedings may be taped.

RECEIPT OF COMPLAINTS

Grievances re transgressions in professional conduct and complaints re ethical violations may be made regarding a failure to observe boundaries in analysis, supervision, and teaching. They shall be in writing, and sent directly or forwarded to the Chair of Professional Standards Committee. It must include written permission for release to the Committee or Panel of any necessary otherwise confidential information, such as analytic notes and personal correspondence from, about, or to the complainant.

On receipt of a complaint the Chair shall announce it to the respondent member, candidate, committee or organization in writing, along with a copy of the complaint and a statement requiring a response to the complaint within and no longer than 60 days.

The Chair shall select three persons from the Professional Standards Committee who have no conflict of interest to pursue the complaint. The Chair shall consider objections to the membership of the Panel for cause by any of the parties involved and appoint substitute members when appropriate. If there must be appointments of other JPA members who are not on the committee, it must be approved by the Steering Committee.

If this committee cannot mediate the issue, and/or the infraction is of a serious or repetitive nature, it will be referred to the Chair of the Steering Committee who in turn will appoint an ethics panel.

The Committee and Panels will first make their determinations on the basis of the written submissions of the parties and when necessary, then meet face-to-face with the parties either singularly or jointly, as deemed appropriate. These meetings will remain private and may be attended only by the parties to the complaint and those witnesses that the Panel determines could offer relevant information. Legal Counsel may represent parties before the Panel or the Committee. Information gathered will not be communicated to others except as provided for in these procedures.

If the panel recommends suspension or expulsion, the identity of the complainant must remain confidential. The conduct of any meeting or meetings shall be at the discretion of the Panel. As long as they are confidential, determinations and means of communication are decided by the Committee or the Panels.

DETERMINATIONS

When the grievance is frivolous, insubstantial or inconclusive, the case may be closed.

In instances where grievances are warranted, regarding more minor infractions of professional conduct, the following may be recommended:

An apology to the aggrieved individuals.

A written warning outlining the potential ethical issues;

A written reprimand censuring the member for questionable actions they have taken;

Requirement that the member be supervised by an approved senior colleague, the period and frequency of the supervision to be approved by the Ethics Committee;

Recommend that the member have therapy with an approved senior colleague or seek independent medical and/or psychological examination and treatment to be approved by the Committee;

Decide on the release of information concerning the findings.

In the case of an ethics complaint and violation, there may be the following recommendations:

Recommend to the JPA Steering Committee suspension or expulsion from the JPA and resignation of all JPA offices and roles.

Decide on the release of information concerning the Committee's findings;

Both the person complained against and the complainant shall be notified in writing as to the Committee's findings and action on a complaint as soon as possible after the Committee's decision. Notification to others can take place only after 45 days following the notice of the Committee's findings or after the completion of an appeal process.

APPEALS:

Both the complainant and the defendant will be given notice of the right to appeal the Committee's action, including a recommendation to expel a member.

Expelled or suspended Members shall be required to resign from their offices and teaching responsibilities, denied all membership privileges pending appeal. All other penalties shall be suspended pending appeal.

The party wishing to appeal must file notice with the Steering Committee Chair within 45 days of the mailing of the notice of action taken. He or she will be asked to show good cause and to submit any information, which would support the appeal.

Grounds for overturning the decisions of the Ethics Panel include procedural errors or new evidence, which brings into question the substantive validity of the action. Only one appeal from either party will be considered.

The Appeals process must try to conclude within 90 days.

ETHICS AND APPEALS RECOMMENDATIONS

The determinations of the ethics panels or appeals panel may be the following.

Close the case if the charge is found to be minor or without merit.

Confidential censure of the respondent if the violation does not require more serious response.

Recommend probation or monitoring for a specified time, or impose qualifications or restrictions for continued membership. These may include further analysis, supervision, rehabilitation, or education. This may be confidential or the membership may be informed.

Stipulated resignation. When there has been an ethical violation, the respondent may be permitted to resign and later reapply for membership within stated conditions. This must be ratified by the membership.

Suspension of the member. This may be followed by reapplication after a specified time period.

Expulsion of the member with no provision of conditions for renewed membership by ratification at a scheduled meeting of the JPA membership.

Measures to be taken for the protection of the public must also be determined. These may include notification of other professional associations in which the respondent is a member.

Appropriate protection and care must be extended to the individual or group exploited, abused, and injured by the practitioner.

RECORDS AND COMMUNICATIONS

All complaints, responses to complaints and communication among the parties shall be in writing. Copies, which must conceal the identity of the complainant, shall be stored in a secure place and manner.

In cases of non-violations, records will be destroyed one year after the case is closed.

Records of members readmitted under a stipulated resignation shall be maintained for five years after readmission.

In cases of expulsion, suspension or stipulated resignation records will be kept, stored and made available only to authorized persons for legal reasons.

When cases result in a member's probation, resignation, suspension or expulsion, the determination may be communicated to members, affiliated associations, state licensing and certification boards, legal counsel of the Association, and such other individuals or organizations as the Steering Committee deems necessary to protect the public health, safety, or welfare.

If deemed by the Steering Committee to be a serious threat to the public welfare, and so advised by legal counsel, it may be disclosed to these organizations that one member of JPA is under investigation to any of the above organizations or individuals, as long as there is compliance with applicable laws, such as the law of defamation.