

## EFT Certification Application Checklist

Please refer to this checklist to be sure your Certification application is complete.

### **Proof of Professional Training**

Be sure you have enclosed:

- ❑ Copy of Post Graduate degree in a relevant discipline/mental health field such as social Work, Psychology, Education Counselling, Marital and Family Counselling or PastoralCare.
- ❑ Proof of membership in ICEEFT
- ❑ Proof of membership in other recognized professional association (e.g., AAMFT).
- ❑ Proof of License to practice in the State/Province where you reside.

### **Other Required Information**

Please also enclose in your package:

- ❑ A cover letter.
- ❑ Proof of current malpractice insurance (if mandated in this country).
- ❑ Copy of your CV.
- ❑ Three letters of reference from your colleagues.
- ❑ A summary of previous clinical training and experience including number of cases treated, the clinical setting and the type of supervision received.
- ❑ Letter of reference from your EFT Supervisor.
- ❑ Documented evidence of completion of the requirements: Basic Externship and CoreSkills Training plus 8 hours of individual supervision.

### **Video recording of 2 sessions, one showing Stage One and one showing Stage Two work.**

Please check that you have:

- ❑ Sent entire session for each recording. All recordings sent over the internet are to be encrypted using only approved encryption software and procedures and as agreed upon with ICEEFT staff.
- ❑ Indicated which 20-minute segment you would like to be reviewed on the included transcript.
- ❑ Case conceptualization for each client shown.
- ❑ Ensured that your recordings can be opened on a Mac or a PC computer.
- ❑ Obtained and enclosed written permission from your clients for this work to be reviewed by ICEEFT.