

**UNITYPOINT HEALTH - MERITER**  
**CLINICAL PASTORAL EDUCATION – 13 WEEK INTERNSHIP**  
**GUIDELINES AND EXPECTATIONS**

**UNIT DATES**

Approximate start and finish dates are the first weekday of the month, in the months of September, December, March, and June and finishes on the last day of the third month.

**MINIMUM ACCREDITED HOURS FOR INTERNSHIP UNIT:**

Clinical Hours

13 weeks @ 21 hrs. avg. ministry/week (7:45 – 5:00)	273 hours
3 - 4 days (Sat. or Sun.) primary on-call (7:45 – 5:00)	<u>27 - 36 hours</u>
	300 hours

Learning Hours

12 individual supervisory sessions (1x/wk.)	12 hours
3 All Chaplain Didactics (3 <sup>rd</sup> Thursday 8:00 – 9:30)	4.5 hours* (included below)
11 Group seminars (Tues. 1:00 – 4:00 / Thurs. 8:30 – 10:30; 1:00 – 4:00)	<u>88 hours</u>
	100 hours

APPROXIMATE TOTAL 400 hours

This format accomplishes one unit of CPE training (minimum 400 hours of supervised learning) in thirteen (13) weeks. One unit of CPE credit will be gained upon satisfactory completion of the thirteen weeks. This format includes weekend on-call experience as a component of clinical learning. Interns will utilize the Tuesday and Thursday Group Seminar times for process learning (often with Residents) in a group experience. Personal supervision is scheduled weekly and attendance at monthly the All Chaplain Didactic is required.

Weekend daytime on-call responsibilities will include serving as the primary on-call chaplain for a period of nine hours (on a rotating basis with other interns and residents). Back-up on-call will be provided by DSC staff. Interns will be required to conduct the Hospital Service Sundays at 0930. Interns may, if desired, fill Night Chaplain openings when they occur. Interns will coordinate and communicate the on-call schedule with the Department of Spiritual Care Secretary.

In addition, weekend and weekday clinical schedules need to be coordinated with one's Hospital team, department secretary, Manager, and the ACPE Certified Educator/Educator Candidate. Although these hours may be adjusted, a premium is placed on regularly scheduled weekly hours to ensure consistency and predictable distribution of pastoral coverage.

Interns will be expected to complete departmental documentation, follow its policies and procedures, and meet the program requirements for Clinical Pastoral Education.

Intern Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_