

CPCA Continuing Education/Professional Development Guidelines

All CPCA members (RMHC, RPC, MPCC, and RQS) need to fulfil **12 hours of Continuing Education (CE)** annually in fulfillment of renewal requirements. This CE should be entered into the Member Dashboard as it takes place throughout the year and is required prior to renewal each year. All CE needs to meet the following criteria:

1. **CE is a training experience**, whether (a) in-person or online, (b) whether by oneself or with a group, (c) whether live or previously recorded. (Previously recorded training must meet criteria 6 below)
2. **CE must be educational, expanding your counselling/therapy knowledge and skills to better serve your clients clinically.** Learning or instruction in counselling, counselling psychology, psychology, or psychotherapy theory and/or research; therapeutic modalities; clinical techniques, interventions, or strategies for implementation in the therapy session; structured program for certification in a therapeutic specialty (e.g., EMDR, DBT, EFT, Sand Tray, etc.). Professionally relevant development of self specific to authentic and effective engagement in providing mental health services. Marketing training, building a business, or webpage design do not apply.
3. **CE must come from an individual who has the appropriate training**, experience, and expertise to do the training: (a) a master's degree or equivalency, (b) a minimum of 5 years in clinical practice, (c) in good standing of their credentialing professional association, and (d) hold the appropriate title required to provide the training.
4. **CE must be within a Counselling Scope of Practice or aligned to an approved Counselling Approach.** The CE must not be outside of either CPCA counselling scopes of practice such as: yoga, reiki, energy therapy, nutrition, herbal medicine, naturopathic medicine, acupuncture, massage, etc. To see a full list of approved counselling modalities, please go to your Member Dashboard and click on Counselling Approaches.
5. **CE needs to align with the [CPCA Counselling Core Competencies](#).** Taking a course in marketing, building a business, webpage design, or a computer course do not apply.
6. **CE must be approved, signed off, or certified by the Trainer** offering the CE verifying successful completion of the CE. Many times, a certificate is granted to attest to the successful completion of the CE. If not, you can request a letter or have them sign off on your documentation verifying your successful completion of the CE or use the [Continuing Education Record Form](#). You need to keep a copy of the certification of all your CE.

CPCA Clinical Supervision Guidelines

Each member of the CPCA (RPC, MPCC, and MPCC-S) is required to participate in a minimum of 6 hours of Clinical Supervision each year. This supervision should be entered into the Member Dashboard as it takes place throughout the year and is required prior to renewal each year. Your Clinical Supervisor must hold an **RQS** designation (in good standing). If you choose a supervisor not registered with the CPCA, they must meet the following standards:

1. **Clinical Counselling Focus & Experience** - Your clinical supervisor has been a clinical counsellor for 8 years and continuing to practice and trained in the [CPCA Counselling Core Competencies](#). (e.g.: A social work, human service, or nursing degree alone would not meet the core competencies).
2. **Adequate Counselling Education** - Your clinical supervisor has completed education equivalent to a master-level in clinical counselling (Example: master-level education from an accredited counselling/psychotherapy program, a masters in a counselling related field)
3. **Credentials** - Your clinical supervisor holds a designation or credentials in another Counselling Association and/or Regulatory Body and is "in good standing" and is also recognized as a clinical supervisor by their association/regulatory body. Examples might include but are not limited to CCPA, BCACC, a registered psychologist, a Registered Psychotherapist (CRPO), CAMFT, etc.
4. **Supervision Training** - Your clinical supervisor must have training specific to supervision. This training is in how to provide clinical supervision, and ethical implications of supervision.