



California Pacific
Medical Center

A Sutter Health Affiliate

INSTITUTE FOR HEALTH & HEALING

Community Based, Not For Profit

CLINICAL PASTORAL EDUCATION

GENERAL INFORMATION

The Medical Centers

California Pacific Medical Center (CPMC) is a tertiary/quaternary care, not-for-profit community hospital with four campuses located in the heart of San Francisco and licensed for over 1,500 beds. It is one of the largest private, not-for-profit academic medical centers in Northern California and is a Sutter Health Affiliate. It provides access to leading edge medicine while delivering the best possible personalized care. CPMC provides a wide variety of services, including acute, post-acute, and outpatient hospital care; home care and hospice services; preventive and complementary care; and health education. Through our medical education program and our research institute, staff is able to bring health care innovation to the bedside.

Institute for Health & Healing

The Institute for Health & Healing Center is a national leader in the integration of modern medicine and the timeless art of healing. It was formed in 1994 by joining three long-standing programs of California Pacific Medical Center: the Department of Pastoral Care, the Planetree Health Resource Center, and the Program in Medicine and Philosophy. Created “to awaken individuals and communities to the deepest meaning of health and the broadest understanding of healing” and as one of the top rated holistic health centers in the country, the Health and Healing Center is a primary resource for the unique and extensive Clinical Pastoral Education program at CPMC.

Spiritual Care and CPE

The Spiritual Care Department, of the hospital, provides care through one-to-one bedside ministry, individualized spiritual counseling, spirituality and support groups, and various Community Wellness Programs. CPMC offers a rich educational environment designed to foster personal and professional identity formation and pastoral competence through a unique and multidisciplinary approach to spiritual care.

For over forty years, CPMC has been fully accredited through the Association for Clinical Pastoral Education (ACPE). The CPE program trains those headed for a career in chaplaincy, as well as those who are seeking to deepen their skills in the parish or other ministries. Students are assigned as chaplains to specific clinical areas, providing spiritual and emotional care to patients and staff, and to their loved ones. Students spend at least half of their time in ministry on their assigned hospital areas and the rest of their time in training with peers – doing verbatim seminars, role plays, didactic presentations, or interpersonal relations groups which help them discover their own strengths and weaknesses and growing edges. In addition, each student has a weekly individual session with the CPE Supervisor.

Clinical Pastoral Education students function as members of the Spiritual Care Department. They attend staff meetings within the department and serve as Chaplain Intern or Chaplain Resident to a hospital population. They take on other duties as well, including the on-call rotation for pastoral care during nights and weekends.

Three CPE Programs are offered:

1. A yearlong Residency (Levels I & II), divided into four approximately twelve-week units. The program begins after Labor Day and concludes the following September. Acceptance into this program requires a full year commitment and provides four units of CPE credit.
2. Level I CPE:
 - o Summer – an 11-week full-time unit offered from June-August.
 - o Extended Unit – a 20-30 week unit of CPE offered part-time during the year.
3. Individual arrangements are made for Supervisory CPE.

Stipends (& limited benefits) are available for the full-time Residency year and the Supervisory training program only.

Policy on Admissions

California Pacific Medical Center does not discriminate in its hiring practices against any Individual on the basis of race, gender, age, faith group, ethnicity, national origin, sexual orientation, or physical disability. Equal access to educational opportunities is extended to all students, without bias.

Students applying for Clinical Pastoral Education at CPMC will be considered on a student-by-student basis and on the basis of their readiness to learn and their ability to function in ministry in an institutional setting. The minimum requirements for admission are as follows:

1. A completed ACPE application sent to:

Rev. Landon M. Bogan
Manager of Clinical Pastoral Education
Department of Spiritual Care
California Pacific Medical Center
2300 California Street, Suite 201
San Francisco CA 94115
cpmc-cpe@sutterhealth.org

Phone queries please contact Susan Leeds at 415 600 3741

2. An admission interview with a qualified interviewer for persons applying for an initial unit of CPE to determine readiness for clinical learning also sent to the address above.
3. Graduation from high school or GED.
4. Ordination by a faith community / commission by the appropriate religious authority to function in ministry or demonstration of the potential to function as a healthcare chaplain.
5. Additional Requirements for admission to CPE Supervisory training include, but are not limited to:
 - Previous ministry experience in which the applicant demonstrated ability to function pastorally
 - Four prior units of CPE
 - A Masters in Divinity degree or equivalency
 - Documentation via their Supervisor's Final Evaluations that the student had successfully met all Level II CPE Outcomes
 - Consultation for the student and his/her CPE Supervisor with a professional committee chosen by the CPE Supervisor(s), as specified in The Certification Manual
 - Membership in the ACPE
6. Payment of appropriate fees,
7. There is a \$30.00 application processing fee which must be received before applications are reviewed.
 - We require a \$150.00 non-refundable deposit upon our offer to you to secure your position in the program
 - In addition, \$500.00 tuition for single unit programs or \$400 tuition per-unit for year-long residency.

The following general criteria are used for the selection of students at CPMC:

1. Students are encouraged to be involved in a religious learning process, so as to improve themselves as persons in ministry and to improve their pastoral skills.
2. Students are expected to be in active communion with an organized church or faith group who is able to endorse them as persons in ministry.
3. Students must be sufficiently healthy, both physically and emotionally, in order to perform the tasks required in the program without detriment to themselves, other professionals, or the patients/clients
4. Students in the year-long residency are encouraged to have prior CPE or equivalent experience in a hospital setting.
5. For admission to Level 2 CPE, the following additional criterion applies:
 - Students should have sufficiently developed pastoral-identity and experience that they exhibit competency of Level I CPE Objectives and Outcomes
6. For admission to CPE Supervisory training, the following additional criterion applies:
 - Students have potential as a CPE Supervisor
 - Students exhibit readiness and motivation to commit themselves to the Student-in-Supervisory-Education process

Within two weeks upon receiving the completed application including application fee, students will either be notified for an interview or will receive a letter indicating they were not accepted into the program.

Applicants will receive notification of the Admissions Committee's decision no later than one month following interview.

Fee Policy & Procedures

There is a \$30.00 application processing fee for all applications

Year-long Residency

Our stipend for the residency program is **\$33,280/year** and a comprehensive medical, dental and vision benefits package. Students also receive 3 weeks personal time off and 7 paid holidays. **Tuition is \$400.00 per unit.** Upon acceptance into the program, students are required to send a \$150.00 **non-refundable** deposit to secure their position in the program. **The balance of \$250.00** for the first unit is due after the first check is received.

Summer CPE

A summer program is offered which offers one unit of Level 1 CPE. **Tuition is \$500.00.** Upon acceptance into the program a **\$150.00 non-refundable** deposit is required to secure their position in the program. The remaining balance of \$350.00 is due at the start of the program.

Extended CPE

We offer one unit of Level 1 CPE in a part-time program designed to meet the needs of people who are students, work in parishes, or other areas of ministry and cannot do a full-time CPE program. **The tuition is \$500.000.** Upon acceptance into the program a **\$150.00 non-refundable deposit** is required to secure their position in the program. The remaining balance of **\$350.00** is due at the start of the program.

Supervisory Training

Applicants for Supervisory education may contact our office about possible supervisory openings. Salary to be negotiated based on experience.

Refunds

If a student leaves the program within the first week, \$350.00 will be refunded to them. No refund will be given two weeks after the commencement of the program. Those on a payment schedule are expected to complete their payment obligations.

Martin Brotman, M.D., President / CEO (CPMC)

Sat Kartar Khalsa-Ramey, Director of Hospital Chaplaincy & Clinical Pastoral Education

Rev. Landon Bogan, Manager of Clinical Pastoral Education

California Pacific Medical Center is accredited

by the Association for Clinical Pastoral Education, Inc., (ACPE)

to offer Level I, Level II, and Supervisory Education.

*The ACPE National office is located at: 1549 Clairmont Road,
Decatur, GA 30033. Phone: 404-320-1472, Fax: 404-320-0849.*