



## Common Qualifications and Competencies for Professional Chaplains

### Common Qualifications and Competencies for Professional Chaplains have been reviewed and affirmed in 2016-2017 by the following Spiritual Care organizations:

Association for Clinical Pastoral Education (ACPE)  
Association of Profession Chaplains (APC)  
Canadian Association for Spiritual Care/Association Canadienne de Soins Spirituel (CASC/ACSS)  
National Association of Catholic Chaplains (NACC)  
Neshama: Association of Jewish Chaplains (NAJC)

### Qualifications for Board and Associate Certification

The candidate for certification must:

QUA1	Provide documentation of current endorsement or of good standing in accordance with the requirements of his/her own faith/spiritual tradition.
QUA2	Be current in the payment of the annual fees as designated by one's professional association.
QUA3	Have completed an undergraduate degree from a college, university, or theological school accredited by a member of the Council for Higher Education Accreditation (CHEA) and a graduate-level theological degree from a college, university or theological school accredited by a member of the CHEA. Equivalencies for the undergraduate and/or graduate level theological degree will be granted by the individual professional organizations according to their own established guidelines.
QUA4	Provide documentation of a minimum of four units (Levels I & II) of Clinical Pastoral Education (CPE) accredited or approved by the Association for Clinical Pastoral Education (ACPE), by programs that were accredited by the former United States Conference of Catholic Bishops Commission on Certification and Accreditation (USCCB/CCA), or the Canadian Association for Spiritual Care (CASC/ACSS). Equivalency for one unit of CPE (two units in CASC) may be considered.

### Section I: Integration of Theory and Practice Competencies

The candidate for certification will demonstrate the ability to:

ITP1	Articulate an approach to spiritual care, rooted in one's faith/spiritual tradition that is integrated with a theory of professional practice.
ITP2	Incorporate a working knowledge of psychological and sociological disciplines and religious beliefs and practices in the provision of spiritual care.
ITP3	Incorporate the spiritual and emotional dimensions of human development into one's practice of care.
ITP4	Incorporate a working knowledge of different ethical theories appropriate to one's professional context.
ITP5	Articulate a conceptual understanding of group dynamics and organizational behavior.
ITP6	Articulate how primary research and research literature inform the profession of chaplaincy and one's spiritual care practice.

### Section II: Professional Identity and Conduct Competencies

The candidate for certification will demonstrate the ability to:

PIC1	Be self-reflective, including identifying one's professional strengths and limitations in the provision of care.
PIC2	Articulate ways in which one's feelings, attitudes, values, and assumptions affect professional practice.
PIC3	Attend to one's own physical, emotional, and spiritual well-being.
PIC4	Function in a manner that respects the physical, emotional, cultural, and spiritual boundaries of others.
PIC5	Use one's professional authority as a spiritual care provider appropriately.
PIC6	Advocate for the persons in one's care.
PIC7	Function within the Common Code of Ethics for Chaplains, Pastoral Counselors, Clinical Pastoral Educators, and Students.
PIC8	Communicate effectively orally and in writing.
PIC9	Present oneself in a manner that reflects professional behavior, including appropriate attire, and grooming.

**Section III: Professional Practice Skills Competencies**

The candidate for certification will demonstrate the ability to:

PPS1	Establish, deepen and conclude professional spiritual care relationships with sensitivity, openness, and respect.
PPS2	Provide effective spiritual support that contributes to well-being of the care recipients, their families, and staff.
PPS3	Provide spiritual care that respects diversity and differences including, but not limited to culture, gender, sexual orientation and spiritual/religious practices.
PPS4	Triage and manage crises in the practice of spiritual care.
PPS5	Provide spiritual care to persons experiencing loss and grief.
PPS6	Provide religious/spiritual resources appropriate to the care recipients, families, and staff.
PPS7	Develop, coordinate, and facilitate public worship/spiritual practices appropriate to diverse settings and needs.
PPS8	Facilitate theological/spiritual reflection for those in one's care practice.
PPS9	Facilitate group processes, such as family meetings, post trauma, staff debriefing, and support groups.
PPS10	Formulate and utilize spiritual assessments, interventions, outcomes, and care plans in order to contribute effectively to the well-being of the person receiving care.
PPS11	Document one's spiritual care effectively in the appropriate records.

**Section IV: Organizational Leadership Competencies**

The candidate for certification will demonstrate the ability to:

OL1	Promote the integration of spiritual care into the life and service of the institution in which one functions.
OL2	Establish and maintain professional and interdisciplinary relationships.
OL3	Understand and function within the institutional culture and systems, including utilizing business principles and practices appropriate to one's role in the organization.
OL4	Promote, facilitate, and support ethical decision-making in one's workplace.
OL5	Foster a collaborative relationship with community clergy and faith group leaders.

**Requirements for the Maintenance of Board and Associate Certification**

In order to maintain status as a Certified Chaplain, the chaplain must:

MNT1	Participate in a peer review process every fifth year.
MNT2	Document fifty (50) hours of annual continuing education as designated by one's professional association.
MNT3	Provide documentation every fifth year of current endorsement or of good standing in accordance with the requirements of his/her own spiritual/faith tradition.
MNT4	Be current in the payment of the annual fees as designated by one's professional association.
MNT5	Adhere to the Common Code of Ethics for Chaplains, Pastoral Counselors, Clinical Pastoral Educators, and Students.