

Vienna, February 22nd, 2003
Version March 14th, 2026

TAC

Accreditation of Training Institutes for the ECP Award

PROCEDURES

The TAC is the Training Accreditation Committee.

It is composed of 6 members:

- 2 appointed by the NAOs
- 2 appointed by the EWAOs
- 2 appointed by the Executive Committee (representing the Head Office-and the Registrar)

The Registrar is a chairperson of TAC.

Clause of subsidiarity

According to the *specificities* of each country and each *modality*, slight variations might occur and will be studied by the TAC, in order to allow enough *flexibility*.

If some conditions are missing with *acceptable justifications*, the Committee will take them into account.

The TAC will take strongly into consideration any prior accreditation accompanied by a detailed written report.

Independence

The ECP is a *European* recognition and *not a National* one: so, the *Strasburg Declaration* and our own EAP rules are the bedrock from which all requirements spring.

For instance, in some countries, some EWAOs have not yet official representatives; in some others, the practice of psychotherapy is *restricted by the local law* to psychiatrists and psychologists

In any case, *a practitioner who reaches our requirements may obtain the ECP*, even if he is not allowed - at this moment - to be recognized as “psychotherapist” in his own country.

This document contains five main parts:

- PREAMBLE*
- I. QUESTIONNAIRE*
- II. VISIT*
- III. PROCEDURES*
- IV. IMPLEMENTATION*

I. QUESTIONNAIRE

(All questions must be answered and comply with satisfaction of EAP)

1. The information about each institute will be gathered through:

- 1.1 A written *questionnaire*
- 1.2 A set of *documentation*
- 1.3 A *visit* to the institute

2. Guidelines for a questionnaire

- 2.1 This questionnaire will be sent to the EWAO relevant for the modality and the NAO relevant for the country.
- 2.2 They will send it to all Training Institutes they know.

3. Name of the Institute:

- 3.1 Full name and abbreviated name (acronym)
- 3.2 Address; phone numbers; fax; e-mail; website
- 3.3 Contact person

4. EWAO

- 4.1 To which EWAO do you belong?
- 4.2 Is your Training Program — concerning *psychotherapists* — already accredited by this EWAO? Please provide written evidence.

5. NAO

- 5.1 Are you member of a NAO? Please provide evidence in writing from the NAO.
- 5.2 Is your Training Program — concerning *psychotherapists* — already accredited by this NAO? Please provide written evidence.

6. Printed documents

- 6.1 Advertising
- 6.2 Program/Curriculum
- 6.3 Fees for students (per year, in Euro)
- 6.4 Other

7. Some figures about the Institute

- 7.1 Date of foundation?
(minimum 5 years of existence are required – to have accomplished at least 4 years of training with one group, and have started another one)
- 7.2 How many trainees are registered at the moment in your institute (including different levels)?
- 7.3 How many trainees have *obtained a certification* as psychotherapists, or: have been allowed to *start a psychotherapeutic practice* under supervision *(such practice implies an ongoing psychotherapy with a minimum of 3 clients/patients)* since the opening of your institute? *(a minimum of 5 is recommended)*

8. Faculty (staff)

- 8.1 How many trainers are involved in your Institute (full time and/or part time)?
(a minimum of 5 trainers required, out of which 3 should comprise training team)
- 8.2 What are your requirements for accrediting your trainers?
- 8.3 How many of the trainers are *ECP holders*? *(a minimum of 2 ECP holders is required)*
- 8.4 Each trainer should have, at least, *5 years of practice* as a professional psychotherapist.
- 8.5 Trainers must participate either in an ongoing supervision group or in a peer “*intervision*” group for trainers.
- 8.6 Send some samples of *articles* or publications from the last 5 years.

9. Training program

- 9.1 Total length: 3 200 hours, spread over a minimum of 7 years
- 9.1.1 First 3 years of general training in human sciences (medical, psychological, social, educational, etc.) or equivalence. Estimated length = 1.800 hours
- 9.1.2 Minimum of 4 years of training in a specific modality lasting min 1400 hours, which must contain all the theoretical and practical elements defined in § 9.3 of this document; **or**
- 9.2 Five-year full-time academic education and training in psychotherapy (minimum 3200 hours), organised by a university, which must contain all the theoretical and practical elements defined in § 9.3 of this document.
- 9.3 In accordance with article 4 of the ECP document, elements of the training in a specific modality (min 1400 hours) are:
- 9.3.1 250 hours of *personal psychotherapeutic experience i.e. in-depth psychotherapy for trainees*, in individual or group setting – normally distributed over the period of 4 years. A minimum of 250 hourly psychotherapy sessions over 4 years, can be increased by including appropriate preparation, reflection and journaling time. In order to enable the therapeutic process to be kept separate from the educational process, the trainee’s psychotherapist cannot also be in the role of their trainer or supervisor.

Even if personal psychotherapeutic experience is not directly organized by the institute, it remains under its responsibility.

- 9.3.2 500 – 800 hours of *theory and methodology*, including
- Theories of human development throughout the life-cycle,
 - An understanding of other psychotherapeutic approaches,
 - A theory of change,
 - An understanding of social and cultural issues in relation to psychotherapy,
 - Theories of psychopathology,
 - Theories of assessment and intervention,
- in accordance with the usual standards of *the modality*
- 9.3.3 300 – 600 hours of *clinical practice* with clients/patients
- either within a mental or social health setting, or equivalent
 - either with individual clients/patients, families or groups,
- under continuous supervision (not less than 150 hours) and will be at least 2 years in duration.*
- 9.3.4. 150 hours of *supervision* of an effective clinical practice of the trainee.
- 9.3.5. Supervised clinical practice does normally not take place in the first two years of the training. *Note:* Exceptions of early practice must be justified by the training institution that the student has prior knowledge of practice or that the institute offers special condition for such practices.
- 9.3.6. All the hours (above) are “direct contact” hours, which requires the presence (face-to-face or online) of a trainer, therapist or supervisor. Non-contact hours, such as preparation, personal study time, peer group work and own learning, are counted additionally.
- 9.3.7. **Placement in a mental health setting or equivalent professional experience.** The placement must provide adequate experience of psycho-social crisis and of collaboration with other specialists in the mental health field (such as in psychiatric institutions, medical-social facilities, psycho-social support organisations etc). The placement trainee should have service management, as well as clinical supervision. The placement should last for a minimum of 125-150 hours.
- 9.4. Each institute gives written account of the training hours of each trainee.

10. Assessment

- 10.1 Describe your regular assessment procedure.
- 10.2 Describe the *final* certification procedure.
- 10.3 The *Board of certification* must not include a therapist of the trainee.
- 10.4 The Board of certification must include at least one expert who is *not* a trainer of your institute.
- 10.5 Send some samples of final *written work* of your trainees.

11. Ethical Guideline

The Institute and its trainers must adhere to the EAP Ethical Guideline.

12. Professional Involvement

Membership (institute and/or staff) in different organizations
List of associations, scientific committees, boards of journals, etc.

13. Facilities

Give a short description of meeting rooms, offices, etc.

II. VISIT OF THE INSTITUTE**14. Visit of the training institute**

- 14.1 The institute will be visited normally by *two independent experts* chosen within an international pool (cf. § 19): for example, one could be from the same country but another modality; the other from the same modality but another country.
- 14.2 In addition to the questions from point 14.1, additional questions will be asked concerning:
 - individual files of trainees (assuring the necessarily confidentiality)
 - regular co-ordination meetings of the training staff and brochures and flyers
 - budget and fees for the students

III. PROCEDURES**15. Excerpt of ECP basic regulations (last version 79.0. voted in Vienna, March 2025)***1.4. Training Organisations*

1.4.1. Psychotherapy Training Organisations must be members in good standing of their country's NAO and of the relevant EWAO. They must be appropriately registered, and have their administration and finances in good order. The Training Organisation must have appropriate ethical standards and complaints procedures for its trainees.

1.4.2. To be accepted as a European Accredited Psychotherapy Training Institute (EAPTI) means that graduates of this organisation (or institute) can be awarded the European Certificate of Psychotherapy (ECP) directly, as their training institute has been accredited through a series of procedures outlined in the Training & Accreditation Committee (TAC) document.

1.4.3. A training programme, accepted by the EAP as leading to the ECP, must conform to the criteria of the ECP, must be accredited by the relevant EWAO and must be approved by the relevant NAO.

1.4.3.1. If there is no NAO in place for the country and if there is no objection from the relevant EWAO, then the TAC can accredit the institute based on the experts' report (TAC: 17.4).

1.4.3.2. If there is no relevant EWAO, the EWOC is asked to scrutinize the method / modality and comment on this back to the TAC (TAC: 18.2).

1.4.4. Trainees successfully graduating from an accredited and approved 4-year (minimum) training programme in psychotherapy undertaken at a European Accredited Psychotherapy Training Institute (EAPTI), having been properly accepted by the Training & Accreditations Committee (TAC) of the EAP, will be eligible to apply for the ECP.

1.4.5 Criteria and procedures for accepting EAPTIs are established by the TAC, and are accepted by the EAP Board.

16 Structures involved

Three structures (or organizations) are involved:

- EWAOs, representing *modalities*; or GAP (*Grandparenting Advisory Panel*)
- NAOs or NUOs, representing *countries*;
- TAC (as a sub-committee of the *Board*), representing the *EAP*.

17 NAO and EWAO

- 17.1. The applying Training Organization sends their completed questionnaire both to the relevant NAO and the relevant EWAO.
- 17.2. Both the NAO and EWAO check this application against requirements and give a confirmation in writing to all the relevant items within a maximum of 6 months.
- 17.3. Both NAO and EWAO send the file to the EAP Head office.

18 Role of the TAC

- 18.1. The TAC checks the whole file.
- 18.2. If there is no relevant EWAO, the EWOC scrutinizes the method.

19 International pool of independent experts

- 19.1. *Each of the organizations involved* in accreditation of Training Institutes (EWAO, NAO and TAC) is invited to *nominate English speaking experts* to constitute an international pool. *The nominations must be approved by EAP (TAC >Board). There are 2 categories of international experts:*
 - 19.1.1. *permanent* members of the TAC voted by the *Board* (they **don't** represent their modality or their country; they **represent the EAP**)
 - 19.1.2. experts **nominated** by NAO's or EWAO's & **accepted** by the EAP (TAC-BOARD)
 - 19.1.3. The pool of international experts is constituted by a maximum of 3 experts proposed by the same EWAO, 3 experts nominated by an NAO and additionally the permanent members.
- 19.2. The TAC is responsible for the quality control of the institutes. It chooses *two independent* experts, according to each specific situation, taking into account geographical, language, methodological and political considerations, in a spirit of competency, efficiency and equity — trying to avoid rivalries and collusions.
- 19.3. The TAC is empowered to develop such organizational means as proven necessary to implement these processes, and especially the criteria to apply as such expert.
- 19.4. *Criteria for the nomination* of International Experts & members of the TAC:
 - 19.4.1. A detailed CV in English
 - 19.4.2. *Fluent* English language
 - 19.4.3. *ECP* holder
 - 19.4.4. 5 years minimum as *trainer* in a psychotherapeutic training program
 - 19.4.5. Knowledge and *experience in managing a Training Institute*
 - 19.4.6. To be *nominated* with a supportive letter *by a NAO or by an EWAO* or to be nominated by the EAP Head Office.

20 Accreditation

- 20.1. When all these steps are accomplished, the TAC recommends to EAP to award to the Training institute an accreditation allowed to prepare trainees for the ECP.
- 20.2. The accreditation is given for a period of 7 years, and may be renewed.
- 20.3. A memorandum of understanding defining roles and responsibilities of both EAP and EAPTI, is a standard document concluded between EAP and the institute applying for EAPTI status.
- 20.4. If there is evidence that the institute has ceased to fulfill the requirements of accreditation, a review may be instituted earlier.

21 Appeal procedure

In case of disagreement, an appeal can be sent to the ETSC of EAP.

22 Fees

22.1. The EAPTI annual fee to be paid by each Training Organization is voted by the EAP.

It includes two parts:

- a fixed part of 90 euros (West), 60 euros (East) per year, per institute;
- a variable part of 15 euros (West), 12 euros (East) per year, per student present in any year of the ECP training program.

22.2. The EAPTI annual fee (point 22.1) does not include the travel expenses and the visit of the institute. The travel expenses (as low as possible) of the visiting experts are paid by the applying institute.

22.3. EAPTI annual fee for the first year (the year of accreditation) is paid for the whole calendar year regardless of the month the EAPTI status was granted.

22.4. ECP Direct award fee will be shared as follows:

for the NAO, 25 % for the EWAO, 50 % for the EAP

23 Vote

This amended text has been voted in Malta, on October 19th 2002 — after a last consultation of the different organizations involved, and completed in Vienna, on February 22nd 2003.

Three short amendments have been voted by the ETSC and the Board in Ljubljana, on October 15th, 2004 (points: 19.1, 20.1 and 23).

One further amendment has been voted by the ETSC and the Board in Cambridge, July 13th, 2006 (point 9.3.5). Further amendment has been voted by the TAC and the Board in Vienna, February 17th, 2007 (points 4.2., 5.2., 19.1.1., 19.1.2., 19.1.3., 19.2. and 19.4.)

One amendment has been voted by the Board in Florence, June 13th, 2007. (Preamble and point 16). One amendment has been voted by the Board in Lisbon, July 1st 2009 (renaming of the title of this document, “procedures”).

One amendment has been voted by the Board in Paris, July 9th, 2010 (point 17.4.). One amendment voted by the Board in Vienna, February 18th, 2012 (19.1.3. and 19.4.)

Further amendments voted by the Board in Vienna, February 25th, 2017 (8.1., 8.3., 9.3.2., 22.1.)

One amendment voted by the Board in Vienna, February 24th, 2018 (9. Training program: 9.1.2 / 9.2/ 9.3)

Voted online, October 19th, 2024 (clarifying point 22. Fees)

Aligning with the ECP document and clerical cleanup (spelling, grammar, more precision)

Voted in Vienna, March 14th, 2026 (Questionnaire, point 2, Training program, points 9.3, 9.4, Visit of the institute, points 14.2. and 14.3, points 16, 17. And 24)

24 Improvement

These accreditation regulations may be *improved* — if necessary.

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