



International Fellowship of Chaplains

PO Box 1004, Temple TX 76503
(254) 314-2159 Fax (989) 753-3238
www.ifoc.org. Chaplains@ifoc.org

Advanced Chaplain Certification Program

Tier 1

Vision: To equip current I.F.O.C. Chaplains with Advanced Training and expand opportunities for service by increasing knowledge and opening more doors for engagement.

Required Skill Sets (see sections on page 2 for classes that meet each skill set requirements):

Crisis Intervention
Advanced Crisis Intervention / Strategic Planning
Advanced I.F.O.C. Chaplain Classes
Grief & Trauma
Spirituality & Resilience
Supervised Chaplain Experience

Applicants must fulfill the required number of Contact Hours (CH) for each category from the listed classes. The CH requirement can be met with one class or any combination of the listed classes in that category.

Acronyms:

- ICISF: International Critical Incident Stress Foundation
- CRC: Crisis Response Care- K-Love Radio
- I.F.O.C.: International Fellowship of Chaplains
- FEMA: Federal Emergency Management Agency
- SPRC: Suicide Prevention Resource Center

Additional Requirements:

- 50 hours of Chaplain experience with written review from direct supervisor(s). A direct supervisor is either someone in leadership in a Chaplain's Corps or an agency representative that oversees the Chaplain at the agency/organization where they volunteer/work as a Chaplain.

Following completion of training and experience requirements, I.F.O.C. Chaplains will be awarded Advanced Chaplain credentials.

This is a 3-year credential with I.F.O.C. Advanced Chaplains will receive a unique ID card indicating they are an I.F.O.C. Advanced Chaplain. There is an initial \$100 fee for the credentials. Advanced Chaplain standing is renewable every 3 years for \$100 with completion of 14 hours of Continuing Education in content relevant to Chaplaincy over the 3-year period. Chaplains will be able to choose where to receive their continuing education. The certificate they are awarded must relate to Chaplaincy, a topic that is relevant to their area of Chaplaincy, or a skill that will enhance their Chaplaincy. The certificate must include the agency, list the contact hours for the course, and must have a representative's signature from the training agency to count toward renewal.

Advanced Chaplain credentials qualify the Chaplain to take the CAC assessment through Manna University and receive the CAC credential, an academically awarded micro-credential. This credential is renewable every 3 years.



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APPLICATION

Advanced Chaplain Certification Program – Tier 1

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Section 1- PERSONAL DATA

Name: _____
Last First Middle Initial

Address: _____
Street City State Zip Code

Telephone: _____ / _____ Email: _____
Primary Secondary

I.F.O.C. Chaplain ID # _____ Date of Birth ____/____/____

Section 2- Skill Set Requirements (each skillset category must be met)

✓ Check off that the Certificates for the courses listed below & forms are attached.

1) Crisis Intervention (both are required, 28CH)

- a) ____ Assisting Individuals in Crisis (ICISF, 14CH) **and,**
- b) ____ Group Crisis Intervention (ICISF, 14CH)

2) Advanced Crisis Intervention / Strategic Planning (14 CH required)

- a) ____ Advanced Assisting Individuals in Crisis (ICISF, 14CH)
- b) ____ Advanced Group Crisis Intervention (ICISF, 14CH)
- c) ____ Strategic Response to Crisis (ICISF, 14CH)
- d) ____ C-CISM Certification (ICISF – University of Baltimore, 14CH)
- e) ____ Effective Tools for Prevention, Intervention, and Survivor Support (ICISF, 14CH)
- f) ____ Suicide Prevention, Intervention, and Postvention (ICISF, 14CH)
- g) ____ Strategic Planning & Implementation (CRC, 14CH)
- h) ____ ICS 300 Intermediate ICS for Expanding Incidents (FEMA, 14CH)
- i) ____ ICS 400 Advanced ICS (FEMA, 14CH)
- j) ____ Assist Suicide Intervention (SPRC, 14CH)

3) ____ I.F.O.C. Advanced Chaplain Classes (1 Class) (any advanced class offered on www.ifoc.org)

4) Grief & Trauma (14CH required) * See addenda for additional ways to fulfil this skillset

- a) ____ Grief Following Trauma (ICISF, 14CH)
- b) ____ Spiritual and Psychological First Aid (ICISF, 14CH, or CRC, 7CH)
- c) ____ Trauma Informed Care (CRC, 7CH)
- d) ____ Crisis Care During Traumatic Grief (CRC, 7CH)
- e) ____ Operational Stress First Aid (CRC, 7CH)



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5) Spirituality & Resilience (14CH Required) * See addenda for additional ways to fulfil this skillset

- | | |
|---|---|
| a) ____ Enhancing Resilience- The Transforming Power of Spiritual Resilience (IFOC or CRC, 7CH) | c) ____ Emotional & Spiritual Care in Disasters (ICISF, 14CH) |
| b) ____ Stress Management for the Trauma Service Provider (ICISF, 14CH) | d) ____ Crisis Care in Diversity (CRC, 7CH) |
| | e) ____ Stress, Compassion & Fatigue (CRC, 14CH) |
| | f) ____ Peer to Peer Crisis Intervention (CRC, 7CH) |

6) ____ Supervisor Assessment form is attached

Section 3- PAYMENT INFORMATION

Application Fee: \$100.00. Please do not send cash.

____ Visa ____ MC ____ Discover ____ AMEX ____ Check or Money Order # _____

____ / ____ / ____ / _____ / _____ / _____
 Card Number Expiration Date CVV#

 Signature

 Print Name on Card

I hereby state that all the information contained herein is accurate to the best of my knowledge and I take full responsibility for the correctness of the information.

 Signature

 Date

* Skillsets 4 and 5 may be fulfilled by the following: (Please email the syllabus and dates for requested substitutions to chaplains@ifoc.org prior to attending the training to ensure the substitution will be approved). I.F.O.C. may allow substitutions for skillsets 4 and/or 5 with any class or seminar (2 full day training minimum), in the same topic, offered by a college or university accredited by either one of the 7 regional accreditation agencies in the USA (the governmental university/community college accreditation agencies) or the Association for Biblical Higher Education. This can be a for-credit class or a seminar that they offer. The topic taught must relate to the skillset that the substitution is for (Grief & Trauma for skillset 4 or Spirituality & Resilience for skillset 5). Not every class or seminar will qualify, and substitution is at the sole discretion of the I.F.O.C. credentialing committee. Submitting a class to chaplains@ifoc.org you want to take ahead of time for prior approval is highly recommended.



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APPLICATION

Advanced Chaplain Specialties Program – Tier 2

(Optional – In addition to Tier 1 – Advanced Chaplains can apply for specialties at any time)

Section 1- PERSONAL DATA

Name: _____
Last First Middle Initial
Address: _____
Street City State Zip Code
Telephone: _____ / _____ Email: _____
Primary Secondary
I.F.O.C. Chaplain ID # _____ Date of Birth ____/____/____

Section 2- NARRATIVE STATEMENT

Narrative Statement written by the Advanced Chaplain applicant explaining why each Specialty is chosen.

Section 3- CERTIFICATE / ID CHECKLIST

✓ *Check off that the Certificates for the courses listed below & letter are attached.*

DR (Disaster Response) Chaplain: 6 courses required

- 1) ___ ICS 100- Introduction to Incident Command System (FEMA)
- 2) ___ ICS 200- Basic Incident Command System for Initial Response (FEMA)
- 3) ___ IS 700- Introduction to the National Incident Management System/NIMS (FEMA)
- 4) ___ IS 800- National Response Framework, An Introduction (FEMA)
- 5) ___ Emotional and Spiritual Care in Disasters (ICISF)
- 6) ___ Strategic Response to Crisis (ICISF)

Community Chaplain: 4 of 6 Courses

- 1) ___ Mental Health First Aid (Mental Health Association)
- 2) ___ Crisis Care in Diversity (CRC)
- 3) ___ Suicide Prevention, Intervention, and Postvention (ICISF)
- 4) ___ Trauma Impact on the Family (CRC)
- 5) ___ CISM Application with Children (ICISF or CRC)
- 6) ___ Managing School Crisis (ICISF or CRC)

First Responder: Item 1 is required, + 3 of 5 Courses (Items 2-6)

- 1) ___ Certificate of Completion of a Citizens Police, Fire, or Sheriff's Academy
Or: ___ letter from dept. Chief stating applicant has the training equivalency of a citizen's academy if one was offered.
Or: ___ professional identification of Active First Responder
Or: ___ professional identification of Retired First Responder
- 2) ___ Line of Duty Death: Preparing the Best for the Worst (ICISF or CRC)
- 3) ___ Stress Management for the Trauma Service Provider (ICISF)
- 4) ___ Suicide Prevention, Intervention, and Postvention (ICISF) or Effective Tools for Prevention, Intervention, and Survivor Support (ICISF)
- 5) ___ Understanding Uniformed Services Family Stress (ICISF)
- 6) ___ Moral Injury (CRC)

Supervisor assessment of Chaplain core competencies

A candidate for certification will demonstrate competency in the following standards, as observed by the supervisor in an active service setting.

Applicant name _____

Supervisor name _____

	STANDARD	Thoroughly & consistently meets standard (4)	Meets standard most of the time (3)	Sometimes meets standard (2)	Rarely meets standard (1)	Not applicable/ not observed	Explanation or clarification
<i>Functional:</i>							
1.	Effectively establish, maintain, and conclude empathic encounters with care recipients						
2.	Triage and manage crisis situations calmly and efficiently						
3.	Enable catharsis and reflection in care recipients						
4.	Collect and assess relevant information regarding care recipients' spiritual/religious needs and support systems						
5.	Coordinate with clergy/faith group to access religious/spiritual resources, materials, and services for care recipients						
6.	Facilitate group processes such as family meetings, crisis debriefings, or support groups						
<i>Philosophical:</i>							
7.	Advocate for and contribute to the well-being and best interests of care recipients						
8.	Respect the physical, emotional, social, and spiritual boundaries of care recipients						

Supervisor assessment of Chaplain core competencies

9.	Honor differences in abilities, beliefs, cultures, or identities without judgement						
10.	Exhibit proper handling of power dynamics in the role of spiritual care provider						
<i>Environmental:</i>							
11.	Present oneself appropriately for the setting, including availability, attire, and grooming						
12.	Function within the guidelines of the host organization's culture, systems, values, and mission						
13.	Maintain proper boundaries and working relationships among key team members						
<i>Technical:</i>							
14.	Accomplish tasks independently with minimal instruction or monitoring						
15.	Protect the privacy and confidentiality of care recipients, within the limits of federal and state laws and regulations						
16.	Communicate effectively verbally and, if needed, in writing						
17.	Act in accordance with the Code of Ethics						
<i>Personal:</i>							
18.	Confidently serve without excessive need for recognition or affirmation						

Supervisor assessment of Chaplain core competencies

19.	Demonstrate self-awareness of one’s own strengths and limitations						
20.	Set aside personal beliefs, attitudes, and values that may conflict with those of others						
21.	Practice healthy self-care by attending to one’s own physical, emotional, and spiritual well-being						
22.	Engage in ongoing personal development and continuing education						
TOTALS							

Supervisor
comments
(Required)

CHECK ONE: Based on my observation of this applicant in an active service setting, **I do []** **I do not []** support their credentialing.

Supervisor signature _____ Print name _____ Date _____

Agency, Department, or Corps Name _____ Phone _____ Email _____