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 (Manna U course covers this skill set)
Spirituality & Resilience (Manna U course covers this skill set)
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 www.icisf.org
- CRC: Crisis Response Care www.crisisresponse.org
- I.F.O.C.: International Fellowship of Chaplains
- FEMA: Federal Emergency Management Agency
- SPRC: Suicide Prevention Resource Center www.sprc.org
- Manna: Manna University www.manna.edu

Additional Requirements:

- 50 hours of Chaplain experience with written review from direct supervisor(s). A direct supervisor is either the Chaplain's Corps Commander, 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.

Manna University has combined their CAC credential with the required Advanced Chaplain course (item 4). Upon credentialing as an Advanced Chaplain with I.F.O.C., Chaplains will automatically receive the CAC Credential from Manna.

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APPLICATION

Advanced Chaplain Certification Program – Tier 1

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)*

✓ *C**heck** off that the Certificates for the courses listed below & forms are attached.*

1) Crisis Intervention (both are required, 28CH)
   a) _____ Assisting Individuals in Crisis **or** Pastoral Crisis Intervention (new 2-day course) (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 or Understanding Suicide (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)
   k) _____ Peer Para-Counseling (ICISF, 14CH)

3) ____ I.F.O.C. Advanced Chaplain Class (1 Class) (any on-demand advanced Chaplaincy class or conference offered on www.ifoc.org)

4) ____ Manna University CAC Class (CED 491 Certified Advanced Chaplaincy)

5) ____ Supervisor Assessment form is attached.

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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

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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 without additional cost)

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

✓ *C**heck** 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) **or** Understanding Suicide (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 2-7)

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** Understanding Suicide (ICISF)
5) _____ Understanding Uniformed Services Family Stress (ICISF)
6) _____ Moral Injury (CRC)
7) _____ De-Escalation Skills for the Front Line ICISF

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School Chaplaincy: Items 1-6 are required, + 1 of 3 Courses (Items 6-8)

1) _____ I.F.O.C.'s School Chaplaincy Training Class
2) _____ I.F.O.C.'s Talking to Children About Death & Dying Training Class
3) _____ Stop The Bleed (https://www.stopthebleed.org/training/online-course/)
4) _____ Behavioral Threat Assessment Prerequisite (https://sslp.txssc.txstate.edu/ or similar)
5) _____ Active Shooter ALICE (https://www.alicetraining.com/training-options/individual-certification/)
6) _____ Abuse Prevention for Schools (https://safetysystem.abusepreventionsystems.com/register/ifocschool)
7) _____ Managing School Crisis: From Theory to Application (ICISF)
8) _____ Suicide Prevention, Intervention, & Postvention, **or** Understanding Suicide (ICISF)
9) _____ CISM Applications with Children (ICISF)

Church Chaplaincy: Item 1 is required, + 3 of the others listed (Items 2-7)

1) _____ I.F.O.C.'s Church Chaplaincy Training Class
2) _____ Pastoral Crisis Intervention ICISF (I, II, or new 2-day course)
3) _____ Grief Following Trauma ICISF
4) _____ Cultural and Religious Diversity ICISF
5) _____ Peer Para-Counseling ICISF
6) _____ Stephens Ministry Leader Training
7) _____ Bachelor's or higher degree in Christian religious studies from an accredited university

Healthcare Chaplaincy: Item 1 is required, + # 2 OR two classes from # 3-6)

1. _____ I.F.O.C.'s Healthcare Chaplaincy Training Class
2. _____ CPE credit
3. _____ Pastoral Crisis Intervention ICISF (I, II, or new 2-day course)
4. _____ Cultural and Religious Diversity ICISF
5. _____ Grief Following Trauma ICISF
6. _____ Resilience in Stressful Events (RISE) hospital crisis intervention program from John Hopkins Hospital

Workplace Chaplaincy: Items 1 & 2 are required

1. _____ I.F.O.C.'s Workplace Advanced Chaplain Training Class (**not the Workplace Fundamentals class**)
2. _____ Peer Para-Counseling ICISF

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
	Functional:						
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						
	Philosophical:						
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						
	Environmental:						
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						
	Technical:						
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						
	Personal:						
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 _____