Northern Seminary  
SM 514 CPE EQUIVALENCY:  
A Clinical Pastoral Orientation Experience  
Spring 2015  
Mondays 7:00-9:40 p.m.  
Rev. Dr. Michael W. Bradburn  
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630.357.2456 ext. 110

**Course Description**

All Northern students in the MDiv. program must complete an official unit (or half unit) of Clinical Pastoral Education (CPE) at a site approved by the Association of Clinical Pastoral Educators (ACPE) **OR** complete this intensive equivalency program. This course will provide a clinical experience which may be completed in the place of, or in addition to, an accredited Clinical Pastoral Education (CPE) program. The CPE Equivalency option enables the **full-time working student** to complete a professionally supervised ministry experience. **Only those students who are working Full Time may enroll in CPE Equivalency. Every student must complete and turn in an application to the Supervised Ministry Office by December 1 before contracting with any CPE Equivalency site. Once the application is approved, the student may enroll in the class.**

The number of students enrolled in the course will be limited to 10 students. Students enrolled in the program receive individual supervision from the course instructor and are required to participate weekly in a peer reflection group which meets on campus. Students successfully completing the Supervised Ministry CPE Equivalency will earn 3 hours of credit.

There are three approved CPE Equivalency site options: **DuPage County Convalescence Center, Swedish American Hospital or Breakthrough Urban Ministries.** If a student is unable to contract to work at any of these sites, he/she may submit another site to be reviewed by the Supervised Ministry Office. The site must be an approved clinical or cross-cultural site prior to completing any service hours.

Students applying must be able to complete 160 hours of ministry. This translates into an approximately 16 hour per week commitment for ten weeks unless a student negotiates an alternative schedule with the site supervisor. If students begin CPE Equivalency hours before the quarter, students may only complete 80 hours outside of the Spring quarter. The remaining 80 must be completed during the course. **For more information see Appendix A or contact the Supervised Ministry Office no later than December 1.**

An application form (included in this syllabus and on the Supervised Ministry Web page) must be submitted **for approval by the Director of Supervised Ministry no later December 1 and before contracting with any CPE Equivalency site.**
Course Required Hours are:
160 hours clinical ministry
24 hours in class with Dr. Bradburn Spring Quarter
14 hours minimum in preparation of verbatim/case study, didactic, and required papers for class

198 hours total

Course Objectives
Supervised Intensive Internship is a concentrated experiential method of theological education which examines pastoral care practice in acute ministerial contexts. This course is intended to be a transformational experience.

Students in the course will each negotiate a learning contract with the professor. Evaluation of the student’s work will be based upon meeting the individual goals established in the learning contract. Individual supervision, small group discussion with one’s peers enrolled in the course, and interdisciplinary dialogue are major program resources. These resources assist students in meeting the following objectives:

1. Deepening one’s appreciation of the human predicament
2. Recognizing resources for ministry that reside in their unique life history, spiritual pilgrimage, and ministry experience
3. Learning to convert experience into learning
4. Utilizing peer reflection in order to enhance one’s self understanding and learning
5. Growing as a professional pastoral care giver
6. Integration of person, pastoral role, belief and knowledge

Course Requirements

1. Submission of learning goals to the supervising professor/supervisor for approval (10%)
2. Regular attendance and full participation in weekly peer group meeting on campus (Monday evening class) (see attendance policy below)
3. Presentation of Case Study/Verbatim experiences in peer group (25%)
4. Submission of Theory and Practice Paper for Didactic. Length: 3-4 pages (20%)
5. Presentation of Didactic (based on above Paper) in peer group (25%)
6. Submission of Mid-Term Evaluation Paper: Length 3-4 pages (10%)
7. Submission of Final Evaluation Paper. Length: 3-4 pages (10%)

Required Books:


Attendance policy

The participation grade is a major component of the final grade. The expectation is that students will miss, at the most, one class. Failure to attend at least 80% of the class sessions is grounds for automatic failure. Students are always expected to communicate with a professor in advance if they will be absent.

Grading:

Grading will be Pass/Fail. Three credits will be awarded following successful completion of the course, and the submission of both the Supervisor Evaluation and Self-Evaluation to the Supervised Ministry Office. The student is responsible for submitting copies of both of these documents to the Supervised Ministry Office.

Schedule, Topics, Assignments, and Due Dates

April 6
- Introductions & Overview
- Check-in & Devotion
- Clinical Area Locations & Hours
- Overview of Verbatim, Didactic, Reflection Journals & Scheduling

April 13
- Check-in & Devotion ______________
- Sharing Goals & Objectives
- Verbatim____________
- Didactic____________

April 20
- Check-in & Devotion ______________
- Completion of Goals & Objectives
- Verbatim____________
- Didactic____________

April 27
- Check-in & Devotion ______________
- Discussion The Minister as Diagnostican
- Verbatim____________
- Didactic____________

May 4
- Check-in & Devotion ______________
- Verbatim____________
- Didactic ______________
May 11
- Check-in & Devotion _____________
- MID QUARTER EVALUATION

May 18
- Check-in & Devotion _____________
- Discussion of The Wounded Healer
- Verbatim _____________
- Didactic ______________

May 25  NO CLASS – Memorial Day

June 1
- Check-in & Devotion _____________
- Verbatim _____________
- Didactic ______________

June 8
- Check-in & Devotion _____________
- Verbatim _____________
- Didactic ______________
- FINAL EVALUATIONS including Moodle

Technology Use in the Classroom

Unless it is directly tied to note-taking or research for the class, students are expected to refrain from cell phone or laptop use during class.

Course Evaluation

Students must complete an online course evaluation using the seminary Moodle system at http://moodle.edu. The evaluation will be open at the end of the course. If you need assistance connecting to Moodle or accessing the evaluation, please send an email to ithelpdesk@seminary.edu.
CPE Equivalency Application

This application must be turned in to the Supervised Ministry Office in order to register for the course. This application is due one month prior to the beginning of the Spring quarter OR one month before the student begins. Approval of this application by the Supervised Ministry Office is a pre-requisite for registration.

Please identify which CPE Equivalency site you are applying for:

☐ DuPage County Convalescence Center  ☐ Breakthrough Urban Ministries

☐ Swedish American Hospital  ☐ Student’s Chosen Site (please explain below)

Name of Student: ____________________________________________________________

Daytime Phone: __________________________ Evening Phone: __________________________

Cell Phone: __________________________ E-mail: __________________________

Address: ________________________________________________________________

The CPE Equivalency is intended ONLY for those who hold full time secular jobs and therefore cannot utilize flex time in order to complete the ACPE hospital chaplaincy. For what reason are you requesting a CPE Equivalency; and please list below your current full time secular job position:

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

UNDERSTAND that this placement fulfills part of the requirements of the Northern Seminary M.Div. Degree, and is considered to be an integral part of equipping persons for ministry. The student agrees to attend weekly campus meetings and to perform 160 hours of volunteer ministry.

The student, by signing below, gives permission to Dr. Michael Bradburn, the Site Supervisor and the Supervised Ministry office staff to discuss the student and his/her application autobiographical statement in person, in writing, or by telephone.

________________________________________  __________

Student Signature  Date  Site Supervisor’s Signature  Date

Approved by:

Supervised Ministry Office  Date

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AUTOBIOGRAPHY

ATTACH TO APPLICATION:

Our “Story” is a telling of our sacred journey and an important part of understanding and re-creating ourselves. As we tell our stories over and over again, self-integration has the possibility of happening. For these reasons, and to help us to get to know you, please write the story of your life. Include important events, relationships with people who have been significant to you, and the impact these events, and relationships have had on your development. Describe your family of origin and your current family relationships as it impacts your understanding on your pastoral identity.

Also, include a description of the development of your religious life, including events and relationships that affected your faith and currently inform your belief systems.

Write a “brief” statement of your theological understanding of your gifts and talents as they weave into your vocational calling.

Conclude with a full description of the ministry setting you have selected and your educational goals, including how you hope working in this setting will be helpful in meeting your goals for ministry.

Important Information:

There is no application Fee!!

Please submit your completed application to the Supervised Ministry Office:

NORTHERN SEMINARY
OFFICE OF SUPERVISED MINISTRY
660 EAST BUTTERFIELD ROAD
LOMBARD, IL 60148
PH: 630-620-2173

Please note there is limited space in this program. Positions may be filled using qualifications and diversity to create a balanced group. Notification will be provided to all applicants when the positions have been filled.
Appendix A

Brief Site Descriptions:

DuPage County Convalescence Center:
The mission of the DuPage Convalescence Center is to provide quality long term care as well as short term rehabilitative services to DuPage County residents in a professional and cost effective manner. It is the sincere goals of the entire staff to recognize and serve each resident’s needs, desires, interests and emotions. They employ those interventions of treatment, therapy and activity which restore health, dignity and hopefulness to residents by assisting them to do as much as they can, as well as they can, for as long as they can. There is no limit to the possible innovations in these treatments, therapies and activities. When appropriate, they strive to return residents to their home and the community.

The DuPage Convalescent Center was founded in 1888. The Center provides services to persons needing 24 hour skilled nursing care and short term sub-acute care, and employs a highly qualified professional staff dedicated to providing quality care to their residents. The Center is located in Wheaton, Illinois.

For more information contact Ellen Ribe, Pastoral Services Chaplain, at 630-784-4262 or Ellen.Ribe@dupageco.org.

Swedish American Hospital
A subsidiary of Swedish American Health System, Swedish American Hospital is a 333-bed, full-service, non-profit hospital serving the greater Rockford region, northern Illinois and southern Wisconsin. Swedish American has an exclusive affiliation with UW Health and is a teaching hospital that hosts the University Of Illinois College Of Medicine's residency program. Founded in 1911, Swedish American Hospital has earned a reputation for its commitment to quality healthcare, including clinical excellence, outcome measurements and placing the needs and concerns of our patients first.

For more information, contact Norm Shirk by filling out an online volunteer application at http://www.swedishamerican.org/about/volunteer_opportunities/application/. Please mention that you are a Northern Seminary student who needs to fulfill your CPE Equivalency.
Breakthrough Urban Ministries

Breakthrough Urban Ministries began in 1992 on Chicago’s north side as a drop-in shelter for homeless adults. What began as a few church members serving daily lunch in a small storefront room has blossomed into a thriving organization that now provides neighborhood-based holistic services that empower individuals, families and urban communities to overcome poverty, addiction and isolation.

Today, Breakthrough operates two homeless shelters on Chicago’s west side, one for homeless men and one for homeless women. Together, the two shelters serve nearly 1,000 homeless adults each year, provide 24,000 nights of shelter, serve over 70,000 meals, distribute 10,000 bags of groceries to low-income families in the neighborhood, and offer employment training, on-site health care, and addictions counseling to hundreds of homeless individuals each year.

Breakthrough also partners with families to surround young people with role models and a caring environment encompassing the whole age range from toddlers to teenagers. Breakthrough offers an after school program that provides academic enrichment, as well as a sports and fitness program that engages young athletes in year-round sports leagues while teaching sportsmanship, leadership, healthy lifestyles and spiritual development.

For more information, contact Tony Escobar, Director of Community Relations at (773) 346-1705 or tescobar@breakthrough.org.