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Information for MOD IG on Case Presentation/Thesis and Graduation

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A Gestalt therapy **case presentation with accompanying Gestalt-specific theoretical reflection of approximately 20 pages** must be submitted for the final colloquium. This applies under the condition that a Master's thesis for the curriculum of Psychotherapeutic Science at the SFU is also submitted. If this is not yet the case, a thesis must be written according to IGWien criteria for the completion of the special instruction in psychotherapy (Fachspezifikum).

1. Case presentation

A detailed presentation of a continuous individual or group therapy with theoretical justification of the therapeutic process is required.

Anamnestic data, diagnostic considerations and the presentation of the therapeutic process are to be linked to literature of Gestalt Therapy, possibly supplementary theory from other scientific fields as well as own considerations.

The presentation of the therapeutic process should also include the therapist's own process as part of the therapeutic work and finally the therapeutic process should be critically reflected upon again in retrospect, also with regard to an evaluation that may be different after completion of the therapy.

The **thesis according to IGWien criteria** can be a case study (see above), or also have the following focus:

2. Gestalt therapeutic work in certain professional areas

Here the emphasis is on the specific professional field and the possibilities and limitations of Gestalt therapy. Such theses are interesting if there is still little literature on this field from a Gestalt therapeutic point of view. What is important is a consideration which accentuation of Gestalt therapeutic action in this occupational field promises success (e.g. rather dialogical encounter or emphasising perception), and whether there are contraindications with regard to certain Gestalt aspects or techniques.

3. Empirical thesis

An empirical study can also be written as a final thesis, e.g. on the effect of specific interventions or settings on specific groups of clients or persons, which were recorded by means of tests or questionnaires or examined using other methods of psychotherapy research or empirical social research.

4. Theoretical thesis

Theoretical work is interesting if it contributes to the further development of Gestalt theory. You can deal with the theoretical basics of Gestalttherapeutic action or individual aspects thereof or with comparisons and differentiations with respect to other therapy methods. The interpretation of a comprehensive basic work of Gestalt therapy can also be considered.

Formal Criteria

Extent of case documentation:

- approx. 15-20 pages (max.20 pages!) in DIN A-4 format
- Font Size [Times New Roman 12] or [Arial 11]
- Line spacing of 1.5

The usual scientific rules of citation apply, i.e. quotations must be verifiable and the ideas of others mentioned must also be made recognizable. Each quotation must be recognizable as such and must be kept consistent and must not be used in a sense other than that intended by the author in the context.

- Quotes in the text: Quotation in quotation marks, author's name, year, page number; in the case of literal quotations, literal accuracy including accentuation must be given, all deviations must be made clear with (editor's note); omissions must be marked with "...", own accentuation with the addition (editor's note).
- Quotations in the bibliography: Surname of author, first letter of first name: title of the book or article, place of publication and year, and if applicable: in: Name of the editors, name of the book or journal, place of publication, year, pages from - to.

Anonymisation of case presentations or case vignettes: It is imperative to ensure that clients are completely anonymous and that they cannot be recognised by third parties. In this context, details about clients that are not relevant for the assessment of Gestalt therapy work can be omitted or slightly changed. In case of a planned publication of the thesis (e.g. in book form, magazine, online,...), the client's consent must be obtained in advance. It is also possible to block the work and thus prevent colleagues from inspecting it on site.

For orientation, already accepted and not blocked case presentations / theses can be viewed in the institute.

Procedure

1 The topic as well as a structure or an exposé of the planned case presentation/final thesis (hereinafter: work), and possibly a preliminary bibliography, must first be discussed with one of the two group trainers who will then read the work as a first

reviewer. Questions that arise during work should also be addressed to them.

It is strongly recommended to start writing only after approval of the topic by the future first reviewer. The topics can already be submitted before the final feedback in the 3rd year, the submission of the work can only take place afterwards.

Additional support by the initial reviewer can, if desired, be provided for a fee of EUR 75 per WU. The support should take place outside of the supervision for the practical hours.

2 After a positive final feedback at the end of the 3rd year of training, the work can be submitted at any time during the training year. Due to holiday periods in July and August submission in these months is limited and only possible after consultation with the IGWien. The thesis is presented to the IGWien in duplicate in bound form (spiral binding, glued or bound).

3 The evaluation of the case presentation/final thesis is the responsibility of two reviewers from the group of IGWien trainers, whereby the participant chooses one of the two group trainers as first reviewer. The second reviewer is appointed by the IGWien. The evaluation period of 10 weeks starts on the submission date. The deadline can be extended by 4 weeks in the months of June to August, depending on the availability of the reviewers.

The reviewers shall inform the institute of the results of the review after mutual agreement. The feedback to the training participant is provided by the institute. A third party reviewer will only be called in if the two reviewers have not reached agreement.

4a After the **confirmation of acceptance** of the work, a third bound copy of the accepted work must be submitted to the IGWien.

4b After **feedback on any corrections or additions required**:

The training participant contacts the initial reviewer to clarify what is required. In this case, the result of the evaluation or the reasons for the requested changes shall be given in writing. The submission of the corrections by the training participant takes place both as a file by e-mail as well as printed out and marked in colour and sent by mail to the two reviewers.

Second evaluation period: 2 weeks. Confirmation of acceptance or rejection of the work is given by the institute.

4c If the case presentation/final thesis is **rejected**, the work must be rewritten and submitted.

5 The date of the final colloquium is determined individually by the reviewers in consultation with the training participant.

6 In case you have submitted a thesis according to IGWien criteria for review: Payment of the evaluation fee of EUR 100.

Final colloquium

The final colloquium consists of a 45-minute final discussion with the two reviewers, during which the professional and personal level of development of the participant is to become visible on the basis of the discussion of the case presentation/thesis.

Graduation

Prerequisite for graduation is the successful and full completion of the training curriculum with the group trainers' evaluation of the professional and personal ability of the training participant.

The case presentation/thesis must have been approved and the final colloquium must have been successfully completed.

The following documents must be submitted to the IGWien office:

1 the complete study log with all dates and signatures for the seminars (the name of the trainers must also be clearly written out). When submitting preliminary study logs, the name of the student must also be written on each page. For the compact training / the summer school, the names of the trainers must also be written clearly. Signatures alone are not sufficient. Alternatively, separate confirmations of participation stating name, seminar and date can be submitted.

In the study log or on a separate sheet (concerns 2-5):

2 confirmation by name and signature of the teaching therapist of the successfully and consensually concluded individual teaching therapy (with indication of total number of hours and time period);

3 confirmation by name and signature of the teaching supervisor of the successfully concluded practice hours (at least 600 WU) and the (at least 100 WU) teaching supervision (in both cases indication of time period, number of supervision hours, number of practice hours) in the study log;

4 proof of successful completion of the psychotherapeutic internship of at least 550 WU, of which at least 150 WU in a recognised psychiatric health care institution (stationery of the institution, signature of the management, and the registered psychotherapist in charge of the internship, time period, number of working hours). The certificate must be issued as a psychotherapeutic internship (employment is not sufficient);

5 the confirmation of the completed internship supervision (according to PthG. § 6, Abs. 2, Z 2-3); of at least 30 WU conducted by a psychotherapist registered for at least 5 years in the speciality IG (Integrative Gestalt Therapy), who does not work in the institution himself/herself;

6 the list of practice hours, clearly listed with the name of the training participant and abbreviations for patients, signed by the teaching supervisor; please use the form

"Confirmation of psychotherapeutic practice (600WU)";

7 all SFU certificates of the interdisciplinary lectures mentioned in the study programme for crediting to the special instruction in psychotherapy must be presented (all collective reports from B5 onwards - no SFU schedules!);

8 confirmation of literature seminar: 32 hours (or 30 hours + 2 hours method workshop), signed by Heinz Laubreuter;

9 if applicable, submission of the SFU Master's degree.

After submission and verification of all the proofs and documents required according to the training information, the final certificate and the submission documents completed by the training institution for entry in the list of psychotherapists will be handed over to the training participant.

For submission to the Federal Ministry of Health, an extract from the criminal record and a health certificate (each a maximum of 3 months old) must also be enclosed.

The training participant then submits all documents (final certificate, submission documents from the IGWien, preparatory instruction certificate, proof of the source profession or decree by the Federal Chancellor, criminal record extract and medical certificate) to the Federal Ministry of Health. More information on the procedure and deadlines can be found on the ministry's website.

For registration, an Austrian practice address (in the case of work in private practice) or an Austrian place of work (in the case of employment) as well as the planned professional activity in Austria is required. Training participants who have completed the training in English must also demonstrate language skills at level C2 (submission of a language certificate). The language certificate is not part of the special instruction in psychotherapy (Fachspezifikum) and must be obtained by the training participants outside of the training. Training participants are responsible for ensuring that they obtain the language certificate in time.

Any change (e.g. relocation abroad) must be reported to the Federal Ministry of Health within one month, which makes it possible to suspend registration for up to 5 years. If you wish to reactivate your registration, you will need to submit appropriate training certificates. Further information can be obtained from the Federal Ministry of Health.

Please inform the IGWien upon successful registration, so that the publication of your professional contact data on the homepage can be updated.