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SUBJECT: Individual Accreditation (Therapists / Counsellors)

Dear Friends and Esteemed Colleagues,

You are receiving this information packet in regards to your recent request for accreditation of your private Logotherapy practice.

In this letter you will be led through the steps of the accreditation process. First however, we would like to take the opportunity to thank you for your active contribution to Logotherapy and Existential Analysis (LT & EA), and to express our commitment to provide our loyal support to you and your initiative.

Through the accreditation process you will be recognized as a member of the official logotherapy association currently active in 36 nations, representing over 110 accredited institutes and several hundred practitioners of Logotherapy. Accreditation means that yours is an independent and autonomous initiative that either offer training in Logotherapy, Logotherapeutic counselling, or psychotherapy.

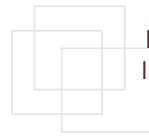
As in other therapeutic schools, not everyone who received a training in logotherapy is a certified psychotherapist or mental health professional according to national or regional laws. Some logotherapists work as clinical psychologists or psychiatrists, others as counsellors, others work in ministry, and yet others are social workers, etc. In order to account for the different needs of these different groups of helping professionals in our field, the International Directory will include several chapters according to the professional background of the applicant; as well as information if the practitioner happens to be specialising in certain clinical disorders (e.g., anxiety or affective disorders), or conditions (e.g., the existential vacuum), or special populations (e.g., counselling for the elderly, for the bereaved, etc.).

Step 1: Apply

To begin with, we request that you fill out the enclosed accreditation form, attaching the supporting documents as directed in the form, and send an email or post to:

registration@viktorfrankl.info or

Viktor Frankl Institut Wien
z.Hd. Univ.-Prof. Dr. Alexander Batthyany
Prinz Eugenstr. 18/12
A - 1040 Vienna
Austria



Step 2: Verification of Documents

After we receive the documents we subsequently verify them for completeness and compliance with the formal minimum criteria for accreditation.

Step 3: Removal of Identifying Information and Review

Identifying information is then removed from the documents and the application is sent confidentially to professional peers/qualified training therapists for further review. The removal of identifying information ensures against biased evaluations, and as an additional measure to ensure fairness the assessments will be entrusted to several different independent reviewers.

Step 3: Feedback

Depending on how the reviewers evaluate the documents submitted, after 2-4 weeks your institute will either be informed that it has positively fulfilled the accreditation criteria, or you will be sent a few suggestions from the reviewers indicating either revisions or amendments to your training curriculum.

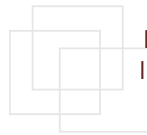
We wish to express that institutes and initiatives are not bound to adopt recommended changes or amendments to their curriculum. Instead, we understand this peer assessment to be a collegial and unpaid service provided by the council of the VFI. Accordingly, the majority of proposals for modification will only carry the weight of suggestions, with your decision regarding whether or not to implement not standing as a requirement for accreditation.

However, please note that in a few particular cases the adoption of recommended revisions or amendments stands as a prerequisite for accreditation by the VFI, and consequentially also for acceptance into the international association of accredited institutes. For example, this would be the case whenever a central content aspect of LT & EA is not present in the curriculum, or when such content is covered in insufficient depth. In such cases it is not necessary for the institute to resubmit a new application, but simply to incorporate the recommended revisions or amendments into the curriculum. Upon request, colleagues of the VFI will gladly provide assistance in the process of adopting and implementing the required modifications.

Step 5: Accreditation

When the requirements for accreditation are fulfilled, your institute will be provided with a certificate of accreditation, as well as an official seal for unlimited use in the course of your public activities. These items are provided to certify that your institute has been accredited for a period of 2 years by the Viktor Frankl Institute in Vienna, and that your institute is a member institute of the International Association for Logotherapy and Existential Analysis. Your certificate and seal will specify which area(s) your institute is active in (Professional Training, Counselling, or Research).

Step 6: Fees and Registration in the Directory of Accredited Institutes



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Given that the accreditation process is associated with additional expenditures related to personnel and administration, we are compelled to charge a nominal fee for accreditation and acceptance into the international directory. At the same time, we have made an effort to keep your member dues and our administrative costs as low as possible by establishing a two-year fee schedule for member dues. The fees currently amount to **60 Euro/year** (the two-year membership dues are 120 Euro), with this fee structure applying to institutes and initiatives that have already been in operation for two years or more. To provide financial assistance to **recently or newly founded institutes** (under two years in existence at time of accreditation) the fees amount to **30 Euro/year** (60 Euro for the two-year period). Further reduction of accreditation fees is possible in exceptional cases, where justifiable.

Upon receipt of fees your institute will be registered as an accredited institute for Logotherapy and Existential Analysis in the international directory, and will become an accredited member of the International Association of Logotherapy and Existential Analysis in association with the Viktor Frankl Institute.

Step 7: Renewal

Renewal after two years: After the course of two years accredited institutes are able to renew their accreditation status. This will provide an opportunity for you to declare any changes or expansions of your curriculum and/or your profile of activities. Renewal of accreditation generally involves a minimal amount of effort on the part of applicants, and follows the usual two-year membership schedule.

We hope this overview has made the accreditation process clear and straightforward. If you have further enquiries or comments, please write to us at registration@viktorfrankl.info or abatthyany@iap.li.

In anticipation of a fruitful collaboration,

Univ.-Prof. Dr. Alexander Batthyány
on behalf of the Board of the VFI