

# Advanced Certificate in Complex Trauma Practice



## About the Course – 250 CPD hours

### Why Our 1-Year Course Stands Out

Unlike many trauma trainings that focus solely on processing techniques, our course places a strong emphasis on crisis response and stabilisation—essential skills for safely supporting clients with complex trauma. We prioritise embodied, systemic, and experiential approaches, ensuring that therapists are equipped to handle the nuanced challenges of complex trauma work.

This online, self-paced Advanced Certificate in Complex Trauma Practice includes interactive workshops, case studies, peer discussions, role-playing exercises, guided reflections, expert webinars, and access to extensive digital resources. It's designed to provide a comprehensive and enriching learning experience, enabling professionals to work confidently and competently with clients experiencing complex trauma.

You will have one year to complete this course at your own pace, with an option to extend up to two years. We repeat all of our workshops two or three times a year, allowing you to select dates that suit your schedule.

### **What do I need to apply for this course?**

Prerequisites to apply are:

- Be a qualified therapist (e.g., Psychologist, Psychological Therapist, Counsellor, Psychotherapist, Art Therapist, Social Worker, etc.) or a final-year student in one of these fields (and registered with UKCP, BACP, BABCP, NCPS or BPS or other professional association).
- Registration with a Professional Regulatory Body (HCPC, UKCP, BACP, BABCP, NCPS, BPS etc.). Please be aware that you can join this course without professional registration if you have appropriate professional qualification (these applications will be decided by the course panel - Exceptional Circumstance route). However Professional Registration is required in order to be added to the Complex Trauma therapists directory after completion of this course.
- Professional Indemnity insurance
- Reference (and DBS check if you work with children).

*International colleagues are welcome, provided they have a working level of English*

### **What do I need to complete this course?** (125 hours of Zoom Direct learning and 125 hours of Reflective Practice through video-assisted learning, **totaling 250 h**)

These components are designed to ensure comprehensive learning and practical application of skills in complex trauma treatment. All course materials are available online, and communication is primarily conducted through online channels. This self-paced course is intended to be completed within one year; however, we understand that individual circumstances may extend this timeline, and we are willing to accommodate such situations. Each component of the course can be paid for separately, or you have the option to pay for the entire course upfront.

## How much will the Course Cost?

You will find a breakdown of our fees below. You will need to pay £310 either before joining the course or after attending the first module on Safety and Stabilisation to ensure the course meets your expectations. The £310 covers your enrolment, case study submission, and course completion fees. You can pay the remaining costs as you register for individual events on our website. We recommend purchasing CTI Membership first, as it makes you eligible for up to a 25% discount on workshops.

Enrolment & Completion Fee (an Invoice will be sent for £310):	Eligibility Check, Introduction & Planning	£100
	Course Completion Check: Case Study Submission (3,000 words), adding to the list of CTI approved therapist's directory for 1 year, Certificate.	£210
Safety & Stabilisation Workshop (12h)	Including Early Bird & Member Discounts	£119
Working with Intrusive Memory Experiences Workshop (7h):	Including Early Bird & Member Discounts	£64
Working with Nightmares & Dreams Workshop (7 h)	Including Early Bird & Member Discounts	£64
Working with Shame and Guilt (Intrusive Thoughts) Workshop (12 h):	Including Early Bird & Member Discounts	£99
Fear & the Therapist workshop (6h)	Including Early Bird & Member Discounts	£64
Fear & Attachment workshop (6 h)	Including Early Bird & Member Discounts	£64
The Muss Rewind Technique (MRT) 15 h	Including Early Bird & Member Discounts	£150 (subject to change)
<u>Annual membership</u> provides free access to most of the self-study materials:	Free Webinars, Video Recordings, Articles, Previous Conferences Access, Handouts, etc.	£49 discounted
Any Previous + Most Recent Conference (12–15 CPD hours):	Including Early Bird & Member Discounts	<b>Free for you</b> —others pay £49 (early bird rate)
Clinical Supervision min. 1 year:	18 hours as agreed with your own supervisor, or <b>we can suggest experienced supervisors</b>	
Learning Group Supervision and/or Interventions Practice Group – both are monthly groups (Monday & Saturday)	Including Early Bird & Member Discounts	<b>Free for You</b> —Exclusive to Our Members
Total:		<b>£985*</b>

\* Please note that this total fee is an estimate calculated using the 'Early Bird' fee (available up to 4 weeks in advance) for our workshops; changes may be possible. It is your responsibility to book your training space promptly, as fees may increase after the 'Early Bird' pricing period expires. The total price does not include your supervision fees which you will have to arrange with your clinical supervisor.

# Enrolment & Payment Instructions

As soon as you receive an Induction Pack you will need to follow these steps in order to enrol to our course:

## Step 1. Send us evidence of all course requirements:

- Previous qualifications
- Supervisor Professional Reference Form (at the Enrolment Stage)
- Evidence of professional registration (HCPC, UKCP, BACP, BABCP, NCPS, BPS etc.)
- Professional Indemnity insurance:

Please be aware that you can join this course *without* professional registration if you have appropriate professional qualification(s) (these applications will be decided by the course panel - **Exceptional Circumstance Route**). However, Professional Registration\* is required in order to be added to the Complex Trauma therapists directory after completion of this course. The assumption is that Exceptional Circumstance entrants will have some knowledge of the workings of the mental health services, experience in working with other mental health services professionals and psychological therapies. \*Registration to a professional regulatory body I.e. BACP, UKCP, BABCP, NCPS, BPS, etc.

**Step 2. Once we receive and check the above, we will send you an invoice for the enrolment fee of £310.-** pay £310 either before joining the course or after attending the first module on Safety and Stabilisation to ensure the course meets your expectations.

**Step 3. As soon as we receive your payment – you'll receive a confirmation email and the enrolment process will be complete!** Enrolment fee explained (please see below):

**£310** to be paid by bank transfer (invoice will be sent) + CTI Annual Membership £49 paid directly on the CTI website (you will receive a receipt), if you are already an Annual Member you will need to renew your membership once this runs out.

<b>Enrolment &amp; Completion Fee (an Invoice will be sent for £310):</b>	Eligibility Check, Introduction & Planning	£100
	Course Completion Check: Case Study Submission (2500- 3,300 words), adding to the list of CTI approved therapist's directory for 1 year, Certificate.	£210

As part of your course requirements you will need to become an 'Annual CTI Member'. This will give you access to our library, webinars, past conferences and other e-learning. For further information and to join and pay for the membership please follow the below link: <https://www.complextraumainstitute.org/plans-pricing>

CTI Annual Membership Fee (To be paid on our Website):	Access to e-learning, library, journal, Monthly Learning Group Supervision, discounts and other resources.	£49
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All other fees (Workshops, Webinars and Conference) are to be paid directly on our website as and when you purchase our services.

## Where does the course take place?

Currently, all our two-day workshops are conducted online via Zoom. If you have attended CTTN or CTI workshops prior to the launch of this course, these will count towards your certification. All other materials, including webinars and conferences, are also accessible online. Although our primary mode of communication with CTI is online, we are happy to arrange a phone or Zoom call if needed.

## Accessibility:

Please let us know if you have any accessibility requirements when registering so we can support you as best as we can to complete this course. You can also send us an email for any queries on:

[info@complextraumainstitute.org](mailto:info@complextraumainstitute.org)

## Who facilitates this course?

The workshops are mostly facilitated by Dzmitry Karpuk, Celia Dawson, Arlette Kavanagh, Dr David Muss & Michael Guilding. Other contributors to the course learning process, Prof. Tom Stoneham (University of York), Rose Hall, Hanna Kemp, Dr Diane Harrison and others. The conference material and webinars are facilitated by a variety of professionals from different modalities.

## How do I register?

Complete the registration form on our website by following the below link:

<https://www.complextraumainstitute.org/c-ptsd-practitioner-certificate>

A member of our team will get in touch with the Induction Pack and further instructions. For any further questions please contact us on: [info@complextraumainstitute.org](mailto:info@complextraumainstitute.org)

## Interactive Zoom Workshops (125 Hours- direct learning)

Course	All workshops are experiential, meaning that participants learn by reflecting on their experiences during various exercises. The skills acquired can be applied immediately following any of our workshops.
<b>Complex Trauma Work:</b> Safety and Stabilization in the First Phase of Trauma Recovery	<b>Participants will be introduced &amp; practice 7 Complex Trauma competences:</b> <ol style="list-style-type: none"><li>1. Prevention and Management of Vicarious Trauma</li><li>2. Clinical Formulation &amp; Goal settings based on extended assessment (short-term contracting, multi-interventions. etc)</li><li>3. Psychoeducation (as normalising &amp; motivational tool )</li><li>4. Short term interventions (Self-regulation)- Trigger management – Relaxation skills, calm down using 7 sensory systems, body reactions, active vs passive relaxation, establishing safety &amp; internal resources.</li><li>5. Long term interventions (Self-regulation)- Relaxation skills, skills building (modelling-coaching)</li><li>6. Long term interventions (Co-regulation)- to reconnect a client to stable adults and services where client can learn how to self-regulate. Identifying &amp; Managing &amp; Reducing unhealthy/addictive behaviours</li><li>7. Enhancing Safety and Risk Prevention (support a client independently prevent &amp; manage their risky/ unhealthy behaviours before ending therapeutic episode)</li></ol>

<p><b>Complex Trauma Work:</b> Managing Intrusive Memory Experiences Between the 1st and 2nd Stages of Trauma Recovery</p>	<p><b>As a result of this training, participants will learn:</b></p> <ul style="list-style-type: none"> <li>• how trauma-related intrusive memories can manifest physically in the body and learn techniques to support their reintegration into your clients' healing journey.</li> <li>• manage flashbacks by shifting from narrative to embodied experiences.</li> <li>• break down intrusive memories into manageable parts, supporting their integration while ensuring the client remains within their window of tolerance, avoiding re-traumatisation.</li> </ul>
<p><b>Complex Trauma Work:</b> Managing Intrusive Thought Experiences Between the 1st and 2nd Stages of Trauma Recovery</p>	<p><b>Participants will learn how to:</b></p> <ul style="list-style-type: none"> <li>• Assess and manage the impact of intrusive thoughts, shame, and guilt while applying effective techniques for managing and reintegrating these distressing experiences, including strategies to begin addressing addictive behaviors.</li> <li>• Utilize body and memory mapping to externalize intrusive thoughts and critical voices, reframing negative self-talk to promote healthier self-perceptions.</li> <li>• Support clients in re-engaging in daily activities and relationships to foster sustained well-being.</li> </ul>
<p><b>Complex Trauma Work:</b> Managing Nightmares and Dream Experiences Between the 1st and 2nd Stages of Trauma Recovery</p>	<p><b>As a result of this training, participants will learn:</b></p> <ul style="list-style-type: none"> <li>• Assess and manage the impact of insomnia, nightmares, and night terrors on clients.</li> <li>• Support clients in shifting from narrative to embodied experiences to process and integrate nightmare content, utilising body and memory mapping to externalise these experiences.</li> <li>• how nightmare content can manifest physically in the body and learn techniques to reintegrate these distressing experiences safely and effectively, without retraumatisation.</li> <li>• Deconstruct nightmares into manageable parts and facilitate externalising conversations, ensuring clients remain within their window of tolerance to prevent re-traumatisation. By breaking the nightmare into its various components, these elements can be processed individually, allowing the client to reprocess the nightmare without rehearsing the painful narratives that may re-traumatise them.</li> <li>• how ordinary dreams can be broken into their various components to help the client process the whole dream;</li> <li>• how nightmare and dream re-processing can be incorporated into counselling or psychotherapy sessions.</li> </ul>
<p><b>Fear and the Therapist</b> (1 day workshop aimed at enhancing our ability as therapists to recognise and regulate our own Fear System responses in our work with clients).</p>	<p>The aim of this workshop is to increase our awareness of the physical, emotional and mental impact on us of our biological fear system responses, and to enhance our ability to regulate these responses, bringing ourselves and our clients to a place of safety - the “window of tolerance” within which therapeutic work becomes possible. Working with our clients, our own fear system responses are activated. These are biological processes that can shut down our social engagement system and render us ineffectual as therapists. When our fear system activates in the counselling room, we can experience tension, anxiety, fright, loss of our ability to think clearly, irritation, frustration, feelings of uselessness and hopelessness or extreme exhaustion.</p>

<b>Fear and Attachment</b> (1 day workshop)	<p>The aim of this workshop is to explore the impact of our Fear system responses on our ability to give and seek care in our personal lives and in our work as therapists). A framework for understanding this impact, focusing on two key attachment systems which are critical for therapeutic work – caregiving and careseeking. Careseeking and caregiving are instinctive biological systems which, working in a straightforward manner, enhance our wellbeing and sense of self. However, when our careseeking needs have not been adequately met by responsive caregiving in infancy and childhood, our patterns of careseeking and caregiving can be defensive (infiltrated by fear-system responses) and become complicated and ineffective</p>
<b>The Muss Rewind Technique (MRT) – 12</b> CPD hours (online interactive recorded course)	<p>Course Format: This comprehensive course consists of a series of recorded modules, including five video demonstrations, an in-depth Rewind manual, and additional scholarly articles. The course is designed to be self-paced, allowing participants to engage with the content at their convenience. Live Interaction: Enhance your learning experience with a live Zoom group session led by Dr. Muss. This session provides an opportunity for real-time interaction, discussion, and clarification of concepts introduced in the recorded materials. Introduction to Rewind Technique: Explore the Rewind Technique as a therapeutic tool for the reconsolidation of traumatic memories. Understand its foundational principles and its effectiveness in trauma processing. Video Demonstrations: Access practical demonstrations through recorded videos that show the Rewind Technique in action, offering clear examples of its application in clinical scenarios.</p>
<b>Learning Group Supervision and/or Interventions Practice Group – both are monthly groups</b> , with a total of 24 meetings per year. ( <u>Attend a min. 20 meetings</u> - 90 min each, 30 h)	<p>Attending Learning Group supervision is invaluable for clinicians and therapists aiming to refine and apply new skills directly to their clinical cases. Here's why participation in these sessions is so important: Application of Skills to Clinical Cases: Learning Group supervision provides a practical framework where participants can discuss and dissect real-life cases using the skills they have learned. Reflective Team Model: Utilizing the Reflective Team Model, our Learning Group supervision encourages thoughtful discussion and reflection on practice sessions. This model fosters deeper insight into clinical interactions and therapeutic processes, enhancing reflective practice skills that are essential for effective therapy. Focus on Developing Complex Trauma Competencies: The sessions are specifically designed to develop competencies in handling complex trauma cases. Enhanced Professional Identity and Network: Regular participation in these sessions helps build a stronger professional identity and a network of peers and mentors who can provide ongoing support and collaboration opportunities. This network is invaluable for professional development and career advancement. Attending the Interventions Practice Group provides a safe and supportive space to apply and refine trauma-specific techniques with peers. Regular practice builds confidence, deepens embodiment of therapeutic methods, and helps integrate learning into real-world clinical work.</p>
<b>Annual Conference + Live webinars</b> (Interactive Component): 15 hours	<p>includes keynote sessions, interactive workshops, and panel discussions focused on the latest advancements and practical applications in trauma therapy. Participants will engage in advanced techniques workshops, case study analyses, and live webinars covering innovations in trauma therapy and trauma-informed care. The program also offers networking opportunities and a mentorship program to foster collaboration and professional development.</p>
<b>Trauma focused individual supervision – 18 h</b>	<p>Apply the theories and techniques learned in a real-world setting with trauma survivors under the guidance of a trauma-informed supervisor. This practical experience is crucial for translating theoretical knowledge into clinical skills, allowing for real-time feedback and professional development. You may select a supervisor from our provided list or continue with an approved existing supervisor, ensuring alignment with the course's objectives and your personal learning goals.</p>

*Every course provides a certificate, powerpoint, handout, videos and additional reading materials.*

## Reflective Practice through Video-Assisted Learning

### & Reflective Writing (125 hours):

The comprehensive CPD component titled "Reflective Practice through Video-Assisted Learning & Reflective Writing" has been meticulously structured to ensure that participants not only receive a breadth of knowledge but also deepen their understanding and application of complex trauma treatment through various engaging and interactive methods. This component is vital for fostering a well-rounded and insightful approach to trauma-informed care. Here's how the 125 hours of self-study are structured:

- **Participation in Educational Content (35 hours):** Engage in a curated selection of CTI's live webinars and the annual online conference or delve into our extensive library of on-demand webinar recordings. This component is designed to provide you with up-to-date theoretical knowledge, diverse therapeutic perspectives, and the latest research in the field of trauma recovery. It is your responsibility to choose content that best suits your learning needs and professional focus, ensuring relevance and applicability to your practice.
- **Additional Reading:** Textbooks, articles, and research papers: 50 hours
- **Reflective Practice:** 15 hours
- **Reflective Writing - Case Study Submission (25 hours):** Compile and submit a detailed case study of 2,500 - 3,300 words that reflects on your practical experiences. This case study should not only describe the clinical scenario but also critically analyse your approach, the application of learned skills, and the outcomes. This exercise is designed to enhance your reflective practice skills, encouraging a deeper understanding of client interactions and therapeutic processes.

The Advanced Certificate in Complex Trauma Practice is accredited by the Complex Trauma Institute (CTI) as a course provider. Given that complex trauma work is an emerging and rapidly developing field, we may update our materials in response to new research, clinical developments, and legal and regulatory requirements set by external accredited professional bodies with which we may engage. Our aim is to ensure that everyone has equal opportunities to benefit from these updates, thereby enhancing your confidence in our commitment to quality and inclusivity.

Upon completion of the training course, the Complex Trauma Institute will issue CPD Certificate (250 hours) to attendees. Clinicians with appropriate professional registration will also be recommended for working with traumatized clients through the Trauma-Informed Therapists' Directory. It is important to note that this course does not lead to any formal qualifications, as it is designed for already qualified professionals. Advanced Certificate Course in Complex Trauma Practice is facilitated by accredited professionals from major UK professional bodies such as BACP, UKCP, BABCP, NCPS, and BPS. The training hours are recognized as CPD hours by these and similar organisations.