

## Preface

- A. Content and Structure of this Handbook
- B. Training Flowchart
- C. EATA / UKCP Requirements Comparison Chart
- D. Explanation of Terms Used
- E. Fees and How to Pay

## EATA and UKATA Exam Procedures

| SOURCE         | Part:                                                                  |  |
|----------------|------------------------------------------------------------------------|--|
| EATA Handbook  | 1. Introduction                                                        |  |
|                | 2. Status of Training                                                  |  |
|                | 3. Ethical Code, Professional Practice Guidelines and Ethics Committee |  |
|                | 4. The TA 101 Introductory Course                                      |  |
|                | 5. The Four Fields of Specialisation                                   |  |
|                | 6. EATA Training Contracts                                             |  |
| UKATA Handbook | 7. CTA Written Exam Regulations and Timetable                          |  |
| UKATA Handbook | 8. The CTA Written Exam Content                                        |  |
| EATA Handbook  | 9. The CTA Oral Examination                                            |  |

### Part: 10 UKCP Requirements

- 10.1 Mental Health Familiarisation Placements
- 10.2 Training Standards and Learning Outcomes of HIPC
- 10.3 Completion Certificate for UKCP Requirements
- 10.4 Application Form for UKATA Approval and holding UKCP Equivalence

### Part: 11 UKATA Codes of Practice

- 11.1 UKATA Code of Ethics and Professional Practice
- 11.2 UKATA Equal Opportunities Policy
- 11.3 UKATA Training Standards Committee Code of Practice
- 11.4 UKATA Registration Policy
- 11.5 UKATA Training Standards Committee Monitoring Procedures
- 11.6 UKATA Training Standards Monitoring Checklist
- 11.7 UKATA CPD Policy

### Part: 12 Forms

- 12.1 Principal Supervisor's Endorsement of Written Examination
- 12.2 Candidate's Submission of the Written Examination
- 12.3 Acknowledgment of Items Received
- 12.4 Letter to the Evaluator of the CTA Written Examination
- 12.5 The Rating Scale for Written Exam
- 12.6 Postgraduate Scoring Scale
- 12.7 Letter to be sent with Evaluation of CTA (P) Written Examination
- 12.8 Examiner Evaluation Form
- 12.9 Application to Appeal Written Examination Form
- 12.10 External Examiner Report Form
- 12.11 Written Exam Feedback
- 12.12 Letter to examiners re candidate with dyslexia

### Log Book Front Sheet

### UKATA TA Psychotherapy Trainee Annual Summary Form