



**To all PTSTAs, TSTAs,
CTA-Trainers and 101 Instructors**

NEWS FROM PTSC and COC

This bulletin is addressed to **all PTSTAs and TSTAs, CTA Trainers and 101 Instructors** to keep you informed about new developments and decisions regarding trainings, exams, standards, etc. Some of these changes are agreed also with TACC, when specified. Please, share this information with your trainees and colleagues.

PTSC Telegram is published at irregular dates, when we want to inform about relevant decisions and discussions made in **PTSC, COC and TACC**. You will find this information in the **website** www.eatanews.com and the principal ones also in **EATA Newsletter** ("News from PTSC").

This telegram comes from Carla de Nitto (I), Chair of PTSC. If you need to contact me about PTSC matters, you may use my e-mail: cdenitto.eata@libero.it.

Members of PTSC: Carla de Nitto, Chair, (I), Marco Mazzetti, Chair of COC (I), Roos Ikelaar (NL), Eva Acs (H), Maya Bentele (CH) and Laura Bastianelli (I). Thanks to Jacqueline Dossenbach (CH), for her precious contribution as member of PTSC until July 2011 and to Eva, Maya and Laura for their availability to take part in it from July 2011.

Members of COC: Marco Mazzetti, (Chair (I), Carla de Nitto, Chair of PTSC, (I), Alessandra Pierini, Supervisor Examiner (I), Sue Eusden (UK), Kerstin Stockhem (S). Thanks to Marina Banic (in the COC until July 2012) and welcome to Kerstin, a new member in COC.

Dear colleagues,

this telegram is informing you about news coming from PTSC and COC meetings in Bucharest (March 2011) and Bilbao (July 2011).

It will include information regarding significant [events](#) for all the trainers (see below point 1), [news](#) (point 2) and [decisions](#) (point 3) beginning one year from

today (31st December, 2011). Finally you will find the [on-going discussion](#) (point 4).

1. EVENTS

The International Trainers Meeting will be held *in Bucharest, Romania, on 12th and 13th of July, 2012.*

It will be a wonderful chance for the **all the TA trainers** to share their thinking on the theme of "*Identity in the TA world*". One of the issues will be the distinction between CTA Trainers and TSTA.

All the trainers are invited to participate and share their reflections and to contribute to a wide view from different perspectives.

PTSC is involved in preparing this special event. You will find additional information later on the website.

2. NEWS

2.1. From July 2011 **PTSC has been chaired by a co-opted member**, elected by PTSC. The EATA Council of the Delegates, on July 2010, has approved the PTSC proposal to co-opt two members in PTSC. The rationale is to guarantee continuity and competency: the Council of the Delegates could not be in continuity with accredited members.

Carla de Nitto, the current Chair of PTSC, has been elected by PTSC as co-opted member with the task to Chair its Committee, having finished her terms as Delegate on July 2011. Carla has accepted to Chair it **until next Meeting in March 2012.**

We are in a time of transition in our EATA history, because, as Sabine Klingenberg, President of EATA, has announced during the General Assembly last July in Bilbao, a special Taskforce is working to study and propose a new structure of EATA. This will imply also changes in the job description of the PTSC Chair, as well as other changes.

The next Chair of PTSC will be in charge until the new structure of EATA will be accepted by the Council. For future contacts, look at the website.

2.2. **Marco Mazzetti will be Chair of COC until July 2012**, up to the General Assembly, because he is going to complete his term as Delegate. He has served EATA in this task for many years and made a significant contribution. One of the most relevant issues he has worked on is the

Trainers of the Examiners. Thanks a lot, Marco, for your energy, passion and commitment.

Sue Eusden is the elected new chair of COC. She will be in charge from the General Assembly of July 2012. Thanks a lot, Sue, for your accepting such a significant task.

2.3. After many years Isabelle **Crespelle has resigned from being the Delegate of EATA to EAP.** A special thank to Isabelle for her precious contribution and her dedication and enthusiasm in this task. We are very grateful for it. **Marina Banic has been elected as EATA Delegate to EAP.** Thanks, Marina, for your availability and willingness to accept this task.

2.4. PTSC has appointed a **Task-force to review the Core Competencies in the Organizational Field and the related CTA written exam questions,** so they will be coherent with the number (13) of the other fields and with the core competencies. The Task-force will produce a draft that will be discussed in the EATA Community so that all the TA Trainers in the Organizational Field will contribute to this relevant issue, before the decision in PTSC. The Task-force will be coordinated by Maya Bentele (from PTSC). Thanks to all the colleagues that are willing to offer their competencies and time to contribute to the EATA development on this issue.

2.5. PTSC has appointed a **Task-force to define the TSTA Core Competencies** especially considering the new status of Certification in EATA TA Community, the CTA Trainer. We need to clarify specificity and differences in their competencies and their requirements. The Task Force will prepare a draft that will be discussed with all the Trainers also during the International Trainers Meeting. This task force include Ilse Brab, Sabine Klingenberg, Resi Tosi; Matthias Sells, in his role as TEW Coordinator, will cooperate with them considering his experience in the certification of the CTA Trainers. Thanks to these colleagues that are willing to offer their competencies and time to contribute to the EATA development on this issue.

2.6. Updating about Language Coordinators (LC):

- **new LC are been appointed:** for the UK people: Frances Townsend (francestownsend@mac.com) and Gemma Mason (info@gemstoneconsultancy.co.uk); for the German Speaking Countries: Thorsten Geck (thorsten.geck@gmail.com); for French Speaking Countries: Jacqueline Goossens (Goossens.Jacqueline@swing.be).

Thank you very much to these generous colleagues who are offering their time and energies for our community. Please refer to them for all the usual procedures for written and oral exams.

Thanks the colleagues that generously worked in this role at their place: Jacqueline Dossenbach and Liselotte Fassbind (German speaking Countries), Agnès Le Guernic (France) and Barbara Clarkson (UK).

- Raffaele Mastromarino, **the Language Coordinator for the Italian linguistic group, has resigned**, and will leave his office. We are very grateful to this colleague who served our Community generously for more than 15 years.

We need now to find a **new Language Coordinator for the Italian linguistic group**. As you know, Language Coordinators have the task to receive the written CTA exams, to chose the markers, to manage the whole process of evaluation and to receive and process the applications for the oral exams.

If you are interested to offer yourself for this service, please apply to the COC chairperson (marcomazzetti.at@libero.it): the Commission of Certification (COC) will evaluate the proposals and will inform you about its decisions. The deadline for the submission is the *31st of January, 2012*.

3. DECISIONS

3.1. CTA exams

- 3.1.1. New guidelines for dealing with the written exams:** due to the escalation of the postal costs, COC agreed that case studies need not be returned to the language coordinators. At the end of the process (when the exam is definitely evaluated, and no process of appeal is started: approximately 6 months after the evaluation was sent to the candidate) the markers are responsible for destroying the copy of the exam. Language Coordinators are requested to keep their copy in their archive for two years after the end of the process and after that time they are asked to destroy them.
- 3.1.2. Archives of the LC.** After their process of exam is finished the Language Coordinators need to archive all the papers related to a candidate for two years.
- 3.1.3. New form to offer feedback to markers.** COC decided to use an "examiner evaluation form" (12.7.16) - [Appendix 1](#) - for written exams as well as for oral. You will find it in the attachment. Language Coordinators will send this form to the candidate together with the evaluation of their exams, inviting them to send back their evaluation of the marker. The same form will be sent to the markers with the written exam, to inform them of the criteria of their own evaluation.

- 3.1.4. New form for the endorsement of the written exam (12.7.1) – [Appendix 2](#).** The old one has been replaced from the new one. The principal supervisor will evaluate the written exams according to the same criteria of the marker. This evaluation will be sent to the LC and will be used for a pilot study, checking the scores between the principal supervisor and the marker. The anonymous results will be published. The main purpose of it is to take care of the evaluation process and to improve it through open feedback between the involved persons
- 3.1.5. Added the email address in the forms:** 12.7.6 (*Application for CTA Oral Examination*) – [Appendix 3](#) - and 12.7.7 (*Completion of Registration Certificate for the CTA Examination*) – [Appendix 4](#).
- 3.1.6. Questionnaire to collect names of examiners:** the Supervising Examiner, Alessandra Pierini, prepared a questionnaire to collect the names of people willing to act as markers for the written exams, and available for the appeal panels. This information will help Language Coordinators in their work and The Supervisor Examiners to find people *for the appeal panels*. She will send the questionnaire out soon.
- 3.1.7. Anonymity of the markers for CTA exams:** after years of reflections, involving also the PTSC, COC has decided to come back to the anonymity of the markers. The reason is that knowing the name of the markers, but not the name of the candidates and their sponsors, puts the markers in an unprotected position, being more than once the object of gossip, etc. At the same time, COC is aware of the value of having a contact between candidates and markers, to exchange feedback etc. For this reason, the LCs are invited to ask the markers if they are available for exchanging some feedback at the end of the process with candidates and their sponsors. If all the relevant persons agree, they will be put in contact by the LCs. Therefore, taking into account some comments, questions and motions after announcing this in the meeting with LC's in Bilbao, COC will discuss this issue again next meeting.
- 3.1.8. No name of the second marker into the written exams.** In the Handbook (8.6.4.9) the sentence "*Both put their names to the Written Examination Evaluation*" is changed into "*Both of the names of the markers can be communicated to the candidate if they agreed*".
- 3.1.9. The third marker in Written Exams:** an additional chance in case of disagreement between the first and the second marker.
- In section 8.6.4, the point number 9 will be modified as follow: "*If an examination is deferred by the first examiner and passed by the second, the Language Coordinator will ask the two examiners in their discussions to come to a common decision, and to present a*

joint Written Examination Evaluation. Taking part in this discussion is mandatory.

- In section 8.6.4, between points 10 and 11 it must be inserted another point: *“11. If they cannot agree, a process facilitator will be appointed by the Language Coordinator to help the markers to find an agreement. The process facilitator will not read the written exam”.*
- In section 8.6.4, point 12 becomes 13 and it is completed as follow: *“The Written Examination is marked by the third examiner in consultation with the two previous examiners and returned with the Written Examination Evaluation to the Language Group Coordinator. The third marker will sign alone the evaluation”.*

3.2. CTA training

3.2.1. CTA Trainers may regularly sign CTA Training Contracts and train CTA trainees.

Therefore in the *Handbook* we change the relevant points about it.

- The form 12.6.1. - CTA Training Contract - changes as follows: in point C1 you will see: “I am (tick one) CTA Trainer or TSTA or PTSTA” (It has been already put in the website).

- In the Handbook, point 7.2.3.5. - *TA Training hours required for the CTA exam* and point 3.2.2.E (*Professional Practice Guidelines*): “the hours required for CTA exam may be delivered by PISTA or TSTA or CTA Trainers.”

3.2.2. The CTA trainer is **in connection with a field of application**; where there is a connection with a field of application, it is also possible to get exception and/or expansions as well as it is possible for PTSTA.

3.2.3. We trust that this kind of approach would succeed more than a formal requirement.

3.3. TEW

During 2012 the following Training Endorsement/Evaluation Workshops will take place:

- TEW (“old” format): Harrogate (UK) - April 13-15
- TEW (“old” format): Bucharest (RO) - July 04-06
- **TEW (“old” format): Koln (G) -November 13-15, it has been recently added**

- Training Evaluation Workshop (TEvW) (only to become CTA Trainer): Thessalonica - December 02-04
- TEW (new format), only for the participant of TPW in Budapest (December 2009): Thessalonica - December 06-08.

During 2013 the following Training Endorsement/Evaluation Workshops will take place:

- TEW ("old" format): unknown venue - March 27-29
- TEW ("old" format): Oslo (NO) -July 8-10
- (TEvW) (only to become CTA Trainer): unknown venue - December 01-03
- TEW (new format), only for the participants of TPW in Barcelona - unknown venue - December 05-07.

If you are interested, look for the Outline and Requirements in the website (www.eatanews.org) where you will find conditions and deadlines. You may also contact Matthias Sell, TEW Coordinator (sell@mmt-sell.de).

3.4. PTSTA Training and TSTA Examination

3.4.1. TTAs and STAs whose second contract has expired for no more than 6 months, and wish to go to TSTA exams - are allowed to join the first TEvW available, in order to sign a new TSTA training contract. In the meanwhile, their trainees are under the responsibility of the TTA's or STA's sponsor.

3.4.2. Application for TSTA exams

3.4.2.1. Section 11.5 - *Applying for the Examination* - is modified as follow (the sentence in bold is added):

"Not later than six clear months before the date of the examination, the candidate should pay the examination fees, consulting his or her local or national organization to check the procedures and amounts, and **send both electronic pdf file and hard copy** of the following to the Supervising Examiner

- the notification of his or her intent to take the TSTA, TTA or STA examination using the Examination Application form (see section 12) and
- the completed Principal Supervisor's Certification Form (see end of section)".

3.4.2.2. Requirement for TSTA exams: PTSTA can count one session of "special exams"(regulated by special agreements in Austria,

Italy and UK) as part of the three required exams for TSTA training contracts.

4. ON-GOING DISCUSSION

And finally, I wish to inform you about some of the principal issues that we are planning to discuss in the future, looking at the new challenges in our TA community. We will have the opportunity to talk about it also during next International Trainers Meeting.

On the behalf of PTSC, I would be glad to receive your ideas and feedback about:

- Identity in TA Trainers Community: CTA Trainers and TSTA: new challenges.
- Organizational Core Competencies and written exam questions in Organizational field
- Training of examiners: a continuing education
- Field of Education: a new definition?

Next COC and PTSC meetings will take place in Toulouse on 2th of March 2012. Please make sure that your feedbacks arrive by 18th of February 2012 at cdenitto.eata@libero.it

Before ending this Telegram, I really wish to thank all trainers who are committed in developing the TA community. A special thanks to all the people that are so professionally working in the Committees (COC and PTSC) contributing so much to all these reflections and changes. Thanks a lot also to all the people who make possible all process of certification in TA, all Language Coordinators and Exam Supervisors, to the Supervising Examiner, and to the TEW Coordinator. Thanks for your commitment and your voluntary work.

At the end of my term as Chair of PTSC, a personal note for you all. I'm deeply grateful and thankful for this special experience, being part in the Council as Delegate and being involved in PTSC and COC for more than five years, almost two as Chair: I've had the gift to be in contact with so many special people, strongly motivated to look ahead, to enhance the professionalism looking at the person. I'm witness to the possibility to learn from the cultural and personal differences, to cooperate together to empower the quality of the Training and Standards in order to furnish a valid service to the person, for her well-being with others. Thanks to all my colleagues, such wonderful "journey mates"! I wish a such a rich experience to the next PTSC Chair!

Let's meet you in **Bucharest** at the **International Trainers Meeting** and the **exams**, to contribute together to the development of professionalism in TA!

Warm regards

Carla de Nitto, Chair of PTSC

P.S.: four appendix are attached

Appendix 1

12.7.16 . *Written Examiner Evaluation Form - July 2011*



EXAMINER EVALUATION FORM

Directions: Please rate the **examiner**, using the rating scale shown in bold below, and return the completed form to the Language Coordinator. Thank you for completing this form. Your evaluation will help in the process of maintaining and developing the quality of our exam assessments.

5. RATING SCALE: The examiner's skills in this area were perceived as

- 5 - highly developed
- 4 - good on the whole
- 3 - satisfactory on the whole
- 2 - unsatisfactory
- 1 - poor

This exam was: Passed __ Deferred __

The examiner offered clearly argued, fair, and relevant feedback	
The examiner gave clear explanations for his/her ratings	
The feedback and the score were consistent	
The feedback was respectful and demonstrated an "I'm Ok - You're Ok" position	
The examiner offered feedback useful for further development	
The examiner recognized the candidate's strengths	

Please add specific comments over the page

Appendix 2

12.7.1 - Principal Supervisor's Endorsement of Written Exam – July 2011

EATA European Association of Transactional Analysis

Principal Supervisor's Endorsement of CTA Written Examination.

Please have your Principal Supervisor complete this form and return it to your language group coordinator.

Please print clearly:

Candidate's name: _____

Principal Supervisor's name: _____

Principal Supervisor's address: _____

e-mail address _____

Telephone: _____

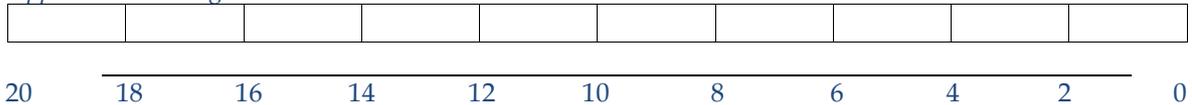
Field of application (*tick*):

Counselling __ Educational __ Organisational __ Psychotherapy __

As Principal Supervisor I have supervised and read this candidate's written examination for CTA.

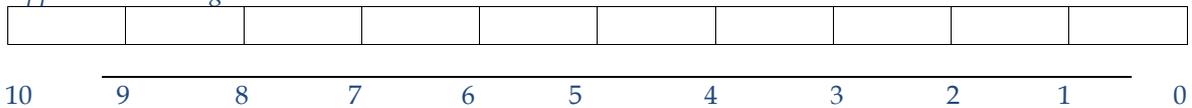
Section A: I found Section A to be a fair representation of the candidate's professional life.

Approximate rating:



Section B: The candidate demonstrates self-reflection and learning from his/her training journey.

Approximate rating:



Section C: The candidate demonstrates competent work with a client over time, including client conceptualisation using TA as well as practice.

Approximate rating:



Section D: The candidate has adequately responded to six theory questions.

Approximate rating:



Approximate overall rating (circle one):

[65% - 75%] [75% - 85%] [above 85%]

Principal Supervisor's Signature: _____ Date: _____

In the space below, please list the names of any other persons who have either read or supervised this candidate's written examination and should therefore be excluded as a marker:

Appendix 3

12.7.6-b Application for CTA Oral Examination - July 2011

EATA European Association of Transactional Analysis

Application for CTA Oral Examination

Return this form to your language coordinator not less than one month prior to date of oral examination (and only when you know you have passed your written examination).

Send a copy to the Language Coordinator and keep a copy for your personal file.

Full Name (*print*):

E-mail address:

Field of application (*tick*): Counselling Educational Organizational Psychotherapy

I refuse the following people on my oral examination board: (see 'Guidelines on Refusing Examiners', enclosed with this form)

I can take my oral examination in the following languages:

My native language is:

The language on my tapes is:

I have a passive knowledge of the following languages:

I know I will have to bring a translation of my tape transcripts and examination documents (into English or the working language of the exam venue. The Written Examination itself does not need to be translated but the Assessments do): Yes / No

I will bring a translator: Yes / No (If Yes) Name of Translator):

(The limit is three candidates sharing the same translator and if this is planned they must inform the local exam supervisor of their intention well in advance of the examination date.)

Please see the note in the Candidate Instructions list with regard to arrangements for translation. It is the candidate's responsibility.

Please print here your name and title as you wish it to appear on your certificate:

Signature:

Date:

Appendix 4

12.7.7 – a Completion of Registration Certificate CTA Exam -July 2011

EATA European Association of Transactional Analysis

Completion of Registration Certificate for the CTA Examination

From: [*Language Group Coordinator to insert name and address here*]

Candidate's Name:

E-mail address:

Address:

Telephone:

Name of Principal Supervisor:

Speciality: Counselling ____ Educational ____ Organisational ____ Psychotherapy ____

Examination date and place:

The above candidate was sent a list of instructions for registration for CTA Oral Examination, including note of the penalty for late withdrawal. She/he has correctly submitted all of the following documents and information:

1. Endorsed EATA contract and documentation.
2. Written examination which has received a 'pass' evaluation
2. Payment of fees (copy of payment)
3. Principal Supervisor's Endorsement of the Written Examination form
4. Notice of Intention to take the CTA Oral Examination form
5. Principal Supervisor's Endorsement of the Candidate to Oral Examination form
6. Principal Supervisor's personal recommendation of candidate to examination
7. Application for CTA Oral Examination form
8. Names of examiners the candidate refuses (normally five maximum):

9. Does candidate intend being examined in working language of exam venue *Yes / No*
10. If *No*, does candidate confirm he/she will bring a translator
If so, name of translator:

I have a copy of each of these documents (except the written examination) in my record file, and the candidate has been instructed to keep a copy of each in his/her personal records file.

Signature of Language Group Coordinator:

Date: