

**National Hypnotherapy Society
Standards of Training and Education for Accredited Courses**

2017

The Society accredits those courses which meet the published standards necessary to allow that any practitioner graduating from an Accredited Course has met the training requirements for entry onto our Accredited Register.

Accredited Courses are granted accreditation for up to 5 years but must provide regular updates to the Society, which may audit the course at any time.

Accreditation Benchmarks

An Accredited course will have fully demonstrated to the Society that they contain all elements necessary for professional practice. The course must comply with the following benchmarks:

- Demonstrable equivalence to a Level 3 Ofqual RQF Certificate. (An actual Ofqual qualification is preferred.)
- Learning Outcomes for the course which comply with the Hypnotherapy National Occupational Standards. The course provider must demonstrate this.
- A minimum course length of one year part time.
- Hours of study, including guided learning hours, will fulfil the Total Qualification Time appropriate to the achievement of at least a Level 3 Ofqual RQF Certificate.
- The development of students who are safe, competent and ethical to practice.
- A commitment to the HS Code of Ethics.

Accreditation Evidence

The National Hypnotherapy Society expects training providers to be able to evidence the minimum criteria set out below and will exercise reasonable monitoring and assessment procedures.

Course Content

The course must:

- Be cohesive (clearly leading towards a professional training to become a hypnotherapist rather than just be a collection of skills)
- Contain required reading to cover the history and theories of hypnosis
- Have adequate opportunities to both practice and demonstrate essential skills
- allow students to undertake practical assessed hypnotherapy work
- Provide opportunities for group interaction
- Provide an understanding of professional Ethics and Boundaries
- Provide clear guidelines as to when a practitioner is considered adequate to practice hypnotherapy.
- Provide Structured experiences and regular opportunities for observation, practice, feedback (from staff and fellow students), discussion and review.
- Provide Opportunities to practice those skills being identified and developed from the models being taught, so that students can describe, analyse and utilise them.
- Provide a progressive monitoring and assessment of skills development
- Provide a detailed set book list that is appropriate to the course
- Provide adequate class handouts (copies of same to be submitted)
- Provide adequate opportunities for feedback between staff and students.
- Demonstrate adequate and appropriate methods of assessment which are externally validated.

In addition, the course must evidence equivalence to an Ofqual Level 3 Certificate and its Learning Outcomes must comply with the Hypnotherapy National Occupational Standards:

Ofqual Level 3

If the course is not on the Register of Regulated Qualifications <https://www.gov.uk/find-a-regulated-qualification>, it must meet Ofqual RQF Level 3 requirements in terms of its size, and the clarity of its Learning outcomes and Assessment criteria. It should enable students to :

- Apply knowledge and skills in a range of complex activities, demonstrating comprehension of relevant theories of hypnotherapy
- Access and evaluate information independently
- Analyse information and make reasoned judgments
- Employ a range of responses to well defined but often unfamiliar or unpredictable problems
- Operate in a variety of familiar and unfamiliar contexts using a range of technical or learning skills

- Select from a considerable choice of procedures
- Engage in self-directed activity with guidance/ evaluation
- Accept responsibility for quality and quantity of output

National Occupational Standards

The course's Learning Outcomes must provide the minimum standards required in a hypnotherapy practitioner:

CNH23 — Provide Hypnotherapy to Clients

This standard covers hypnotherapy treatment for individuals. Users of this standard will need to ensure that practice reflects up to date information and policies.

Performance Outcomes

Practitioners must be able to do the following:

1. **Select the methodologies that are appropriate for the client which are consistent with the overall treatment plan. Discuss with the client the reasons for your choices of methodology at each stage of the treatment. Explain the possible responses to treatment — in an appropriate manner, level and pace to suit client's understanding.**
 - Explaining the principles of different approaches and their application taking into consideration their method of application and assessment of each individual client.
 - Relating the links between case evaluation and selected approaches recognizing the connection between different presenting symptoms and appropriate application of a variety of approaches
 - Demonstrating appropriate treatment planning and understand the importance of initial consultation and structure
 - Identifying current methodologies, underpinning theories and codes of ethics
 - Explaining different methodologies employed in treatment (these may include but are not limited to):
 1. the use of formal and informal trance
 2. the use of different levels of consciousness
 3. the use of direct and indirect approaches
 4. the use of direct and indirect suggestions
 5. matching different approaches to different clients e.g. permissive or authoritarian
 6. the use of mechanistic approaches
 7. relationships between different methodologies

- Assessing possible contra-indications for particular presenting issues and understanding issues of safety and appropriateness for each individual client
 - Demonstrating the principles of selecting techniques - i.e. matching treatment to client needs
 - Recognizing the importance of taking a critical approach in relation to methodologies selection
2. **Ensure the client is aware of their role in cooperating and participating in the therapy. Discuss the role the client (and companion if relevant) must take for the hypnotherapy treatment to be successful. Encourage them and explain how to:**
- Monitor their response to therapy and any self-care exercises
 - Note any changes in their health and well-being
 - Contact the practitioner at an appropriate time if they have any concerns or queries in relation to their treatment
 - Identifying the importance of being aware of actions, reactions and interactions of the client by observation and discussion
 - Identifying the possible barriers to successful therapy
 - Explaining how to safely re-orientate the client at the end of the session
3. **Give clear and accurate advice with regard to any relevant aftercare. Support the client to make informed choices.**
- Restating the factors to consider when selecting methodology tailored to individual needs
4. **Apply the appropriate interventions that are suited to the client's needs**
- Relating the links between case evaluation and selected approaches recognizing the connection between different presenting symptoms and appropriate application of a variety of approaches
 - Demonstrating appropriate treatment planning and understand the importance of initial consultation and structure
 - Identifying current methodologies, underpinning theories and codes of ethics
 - Demonstrating the variety of content, structure and approach of different methodologies and the benefits and limitations of each
 - Demonstrating the principles of selecting techniques - i.e.
 - matching treatment to client needs
 - Restating the factors to consider when selecting methodology tailored to individual needs
 - Describing the processes for evaluating information as treatment proceeds and using this to inform future practice
5. **Evaluate the outcomes and effectiveness of Hypnotherapy to inform future plans and actions**
- Recognizing the importance of building review, reflection and evaluation into treatment planning
 - Recognizing the importance of taking a critical approach in relation to methodologies selection

6. Accurately record information and reflect upon the rationale for the treatment programme

- Identifying current methodologies, underpinning theories and codes of ethics
- Explaining the importance of observation of clients throughout the therapeutic process

CNH1 — Learning Outcomes

Explore and establish the client's needs for complementary and natural healthcare.

Overview

Practitioners must show their understanding that all forms of complementary and natural healthcare rely on exploring and establishing the client's needs and expectations.

They recognize that this may take place at the outset, but also during the delivery of complementary and natural healthcare.

Identifying this allows the practitioner to consider whether it is appropriate to offer the service to the client, the type of service that should be offered and any required modifications to that service.

Users of this competence will need to ensure that practice reflects up to date information and policies.

Performance Outcomes

Practitioners must be able to do the following:

- 1. Evaluate requests for complementary and natural healthcare and take the appropriate action Explain the nature of the service and fee structures to the client**
 - Defining the nature of the service provided and fee structures
 - Describing the potential risks (relevant to their discipline) of various courses of action for the client
- 2. Provide an appropriate and safe environment for the service. Understand how to make clients feel welcome and ensure they are as comfortable as possible**
 - Explaining the concept of health and well-being that is consistent with the practice, principles and theory underlying their discipline.
 - Explaining the importance of a suitable environment and making clients feel welcome
 - Having knowledge of the anatomy, physiology and pathology relevant to your discipline

3. **Discuss the client's needs and expectations, and ask relevant questions. Encourage the client to ask questions, seek advice and express any concerns**
 - Recognising how the client's previous and present care may affect their health and well-being in relation to their discipline
 - Illustrating how the psychological and emotional balance, as well as diet and lifestyle of the individual, can affect their health and well being
 - Identifying how the context in which people live affects their health and well-being
 - Evaluating the conditions for which the discipline is appropriate and those where it must be used with caution
 - Understanding the anatomy, physiology and pathology relevant to your discipline
4. **Establish the client's needs in a manner which encourages the effective participation of the client and meets their particular requirements. Determine any contra-indications or restrictions that may be present and take the appropriate action.**
 - Discussing how to establish valid and reliable information about the client, and determine the priority of need, in order to plan the service.
 - Explaining how to work with clients to determine the appropriate actions.
 - Defining the appropriate actions to take to match identified needs
 - Understanding the anatomy, physiology and pathology relevant to your discipline
5. **Evaluate the information obtained and determine the appropriate action with the client Complete and maintain records in accordance with professional and legal requirements**
 - Demonstrating how to select and use different methods for exploring clients' needs
 - Explaining how to recognise conditions for which your discipline is unsuitable and for which the client should seek advice from other sources
 - Recognising how to judge whether self-care procedure(s) relevant to your discipline are appropriate for the client
 - Understanding the anatomy, physiology and pathology relevant to your discipline
 - Demonstrating the procedures for record keeping in accordance with legal and professional requirements

CNH2 — Develop and agree plans for complementary and natural healthcare with clients

Overview

Practitioners must recognise how important it is that the planning of complementary and natural healthcare takes place through discussion and agreement with the client and relevant others (e.g. carers).

This competence is about developing and agreeing plans that meet the client's needs. Such plans may be subject to change as the service proceeds.

Users of this competence will need to ensure that practice reflects up to date information and policies.

Performance Outcomes

Practitioners must be able to do the following:

1. **Explain the available option(s) which meet the client's identified needs and circumstances. Explain any restrictions, possible responses and advise on realistic expectations. Advise the client when your discipline is inappropriate and help them to consider other options**
 - Describing the range, purpose and limitations of different methods or approaches which may be used for clients' individual needs
 - Explaining how to determine the most appropriate method(s) for different clients and their particular needs
 - Discussing how to recognise those occasions when your discipline may complement other healthcare which the client is receiving
 - Identifying the alternative options available to clients for whom your discipline is inappropriate
2. **Discuss the approach to be taken, the level of commitment required and the potential outcomes and evaluation with the client. Check the client understands and support them to make informed choices. Obtain the client's consent and complete records in accordance with professional and legal requirements**
 - Demonstrating how to support and advise the client to make informed choices
 - Exploring how to work with the client and relevant others to plan the approach
 - Explaining why evaluation methods should be determined at the planning stage and what the client's role will be in the evaluation
 - Describing the importance of encouraging and empowering the client to be as actively involved as possible
 - Illustrating the relationship of the client's involvement to the promotion of their health and well-being
 - Applying the procedures for record keeping in accordance with legal and professional requirements.

Further Evidence

Establishment of Course

One set of students should have graduated from the course and the training provider should have obtained feedback from the students and implemented any relevant changes into the course structure. Evidence must be provided for this.

A published course prospectus and/or website must be provided. The course prospectus/website should contain full information regarding the

qualification and background of course instructors, content of the course, admissions criteria, admissions procedure (including personal interview) and total costs (including any fees due for supervision and personal therapy).

Criteria for admittance to, removal from, and graduation from the course must be provided.

Insurance and Financial Responsibility

Training providers should be adequately professionally insured.

The legal structure of the training provider should be appropriate and declared, with those responsible (e.g. Directors, Partners), fully identified to the Society.

Staff

A minimum of two core members of staff who shall be held responsible for the course content and accreditation procedures. Such members of staff must be Registrants of the Society. All teaching staff should be Society Registrants once course accreditation is granted.

Any course which ceases to have two core members who are HS Registrants automatically ceases to be accredited by the Society.

Inspections

The Society will arrange a site visit as part of its initial accreditation process, and may arrange further site visits at its discretion.

Ethics and policies

Training providers must have in place and publish:

- a satisfactory Complaints Procedure
- a satisfactory Equality/Diversity policy

The Training provider must agree to abide by the National Hypnotherapy Society's Code of Ethics and Complaints Procedure.

Training Membership Certificates

Your training organisation will be entitled to a certificate of membership for the National Hypnotherapy Society. All membership certificates remain the property of the Society and must be returned on request. Failure to do so may incur a charge.

Termination of Membership

Termination for professional issues is in accordance with the current [Society Code of Ethics](#) and [complaints procedure](#); however, training membership is at the discretion of the Society and may be declined or terminated at any time. Training members wishing to terminate membership are responsible for cancelling their own payments as continued payment shall be deemed to constitute continued membership and is non-refundable.