NPSI Steps for Initiating and Maintaining Control Cases*

The Progression Committee wishes to specify the procedures in regard to supervision of control cases. Many candidates find it useful to begin supervision with an approved NPSI Training Analyst as a preliminary step toward initiating a viable control case. Candidates may apply to begin a control case under supervision by following the procedures listed below:

1. The candidate begins the process by emailing** a Letter of Intent to the Chair of the Progression Committee stating that he or she is ready to begin a control case. The letter should indicate which case the candidate is applying for along with the patient’s age, gender, and initial date of treatment. A Letter of Intent is required for all three (3) control cases. There should be a minimum of six months between the beginnings of each case.

2. After emailing the Letter of Intent and receiving permission to proceed from the Progression Committee, the candidate may arrange consultations with two training analysts, one of who may be the proposed control case supervisor, to discuss the case for suitability (including potential difficulties or contraindications), and the candidate’s readiness. Suitability is evaluated by review and discussion of the candidate’s Initial Report (5 pages maximum) accompanied by a detailed process recording of at least one clinical session. Recommendations for how to write the initial and subsequent reports are detailed in the Candidate Handbook: Guidelines for Writing Reports. The results of these consultations with two training analysts, and their recommendations for or against proceeding with the case, should be documented on the Control Case Suitability/Candidate Readiness form.

In applying to begin a second or third control case, the candidate should also obtain a Letter of Recommendation for beginning a next case from the previous control case supervisor. This letter should be addressed to the Chair of Progression given to the candidate for inclusion in the packet of information described below.

3. After the candidate has received approval from two (2) training analysts, he or she should email the Initial Report and submit a hard copy packet of information to the Chair of Progression that includes:

- Letter of Intent (copy)
- Letter of Recommendation from a previous supervisor (2nd and 3rd cases only)
• Initial Report plus a process recording of at least one session (copy)
• Control Case Suitability/Candidate Readiness forms (2)
• Report of Supervision Commencing

Upon written approval by the Progression Committee, the control analysis can proceed and the hours of analysis and supervision counted towards credit for clinical training. The beginning date for the start of the case will be on the date when all of necessary forms are submitted to Progression. This packet should be placed in the NPSI mailbox of the Chair of Progression or file monitor (if known). It is also recommended that the candidate email the Chair on the date when the hardcopy packet is submitted.

4. Reports of supervision hours are filed every six months after the approved start date of the case. Clinical case reports summarizing the treatment are also reviewed every six months with the control case supervisor, who documents and approves them for submission to the Progression Committee. Progression approves each report, and at times, requests revisions or draws attention to elements of the report that warrant further attention by the candidate and supervisor. Upon completion of the case (two years for the first two cases and one year for the third case), a final report should be written and submitted summarizing the full term of the treatment. Guidelines for writing the final report are available from the NPSI website under the Institute tab > Faculty/Candidate [Login Required] > Reporting Forms.

5. The Candidate must undertake a minimum of three cases, with both genders represented. One adolescent or child case is allowed. Each case must be supervised by a different supervisor with a minimum of fifty (50) hours of supervision at a rate of one hour per week during the first year. The frequency of the second and subsequent year(s) of supervision is decided by mutual agreement between supervisor and candidate. Two cases must be supervised for at least two years. A total of two hundred (200) supervisory hours is considered the minimum for fulfilling the total supervision requirement for all three (3) control cases. For further discussion of this central component of psychoanalytic training see Table of Contents: Overview of Training Cases and Section 3: The Cases.

*All forms necessary for starting a control case are contained in the Candidate Handbook (2013) and available for download from the Faculty/Candidate page of the NPSI website.

** The Progression Committee Chair’s email address may be obtained from the organization’s administrator at admin@npsi.us.com.