



## **THE FINAL CASE PRESENTATION**

### **GENERAL INSTRUCTIONS AND TIME LINE**

**One Year Before You Expect to Graduate** (e.g. June 2014 if you expect to graduate in June 2015)

Discuss your intention with your Final Case Presentation (FCP) supervisor, who will determine with you whether your work satisfies the following criteria:

1. Your control supervisor agrees that you are ready to begin the process. Your supervisor will base this decision on his/her judgment that the case is suitable, that you have formulated the genetics and dynamics of the case and that you understand the impact of the transference/countertransference configurations of the clinical process. Thus, the determination of readiness is made on the basis not only of knowledge but of the psychological capacity for self-awareness demonstrated in your work and in supervision. This evaluation will be made in writing and discussed with you at a face-to-face-meeting. If the FCP supervisor approves, you will submit a copy of the evaluation to the evaluation chairs of the Training Committee. If the FCP supervisor does not feel you are prepared to write the final case, he/she may decline to approve your request or approve it with the recommendation of an additional course, consultation or supervision. If you disagree with the supervisor's evaluation, you should request your advisor's help and send a written request to the Training Committee. Receiving a negative evaluation is a disheartening experience, but the institute wants to ensure that it is also a helpful one and that any concerns you have about fairness or accuracy are thoroughly addressed.
2. You will have worked with the patient for a sufficient period of time (approximately two years) and frequency (three times a week consecutively for a minimum of 240 sessions). Optimally you should currently be seeing the patient 3 times a week.
3. The psychoanalytic process has moved from the beginning phase through the middle phase to some evidence of working through.
4. You have (or will have by your expected graduation date) completed all required coursework, supervision, and hours of personal analysis. It is your responsibility to

contact the institute's administrator and request your file to be sent to your advisor so that together you can review all the paperwork and obtain any missing information.

### **Nine months before you expect to graduate (September)**

1. Take the Final Case Presentation class, which provides you with writing skills and support as you begin the case report.
2. Discuss feedback with the class members, instructors and your supervisor. (The course does not provide supervision of your case.)

### **Six months before you expect to graduate (December)**

1. Contact the evaluation chair of the Training Committee and inform her of your intention to submit your final case.
2. The evaluation chair will contact you for a copy of your supervisor's evaluation of your readiness and for your permission to review your complete student file. This review will confirm the completion of all other graduation requirements and resolve any concerns that may have been raised by any unfavorable course or supervisory evaluation.
3. The evaluation chair will contact you and ask you to rate all faculty members in terms of their acceptability to you as members of the committee to whom you will present your case orally. This rating is completely confidential between you and the evaluation chair and is intended to give you some measure of control over committee membership. The rating system asks you to place each faculty member into one of three categories:
  - (1) Plus: faculty about whom the candidate feels comfortable and trusting, often those who have taught a course or you have come to know through institute events.
  - (2) Neutral: faculty the candidate does not know well.
  - (3) Love/Hate: faculty who cannot be on the committee for any reason. Examples would include your analyst, control supervisor, advisor, personal friends, and those about whom you have had negative impressions or experiences.

You do not need to supply any information about why you have placed a faculty member on any list.

### **Three months before you expect to graduate (March 1)**

1. Submit four hard copies of the final case report to the evaluation chair of the Training Committee.
2. The Training Committee Evaluation Chair will review your report to make certain it fulfills the structural and content requirements. If it does not, you will be contacted to make any corrections. You are highly encouraged to show your paper and present your case orally with not only your supervisor, but also your advisor, colleagues, faculty you know well, peer groups, and supervision groups before you send it to the evaluation chair.
3. You will receive a list of 4 to 6 faculty members selected from your Plus and Neutral list to ensure that any combination of these members will be acceptable to you as a committee. The Training Committee Evaluation Chair then selects a committee and asks one member to chair the oral examination. The FCP committee chair contacts you to inform you of an examination date. This date will give you sufficient time to arrange your schedule.
4. Once your committee has been set, all members of the final case oral committee will receive a copy of your written case.

### **One to two months before you expect to graduate (April/May)**

1. You conduct your oral case examination.
2. The committee meets privately to determine whether or not you have passed and the chair submits a written recommendation to the Training Committee, which makes its decision at the next scheduled meeting.
3. You will receive notification of the decision by phone within 24 hours of the Training Committee meeting.
4. Formal written feedback about your paper and the oral examination will be provided within 5-7 days.