



# Australian Association Child Life Therapists (ACLTA) Accreditation Guidelines & Applicant Pack Second Edition, 2014

This document is largely derived on the work of the Hospital Play Specialists Association of Aotearoa / New Zealand  
– we acknowledge the work of their Registration Committee with great thanks

**NB At this stage, we are unable to provide you with a PDF document that has embedded forms for you to type directly into. Instead, please print, handwrite and scan; or type into a similarly formatted table you create in a Word document. Thank you for your understanding.**

## ACLTA aims to:

- Promote a unified approach to the Child Life Therapy profession throughout Australia
- Promote the profession of the Child Life Therapist
- Provide professional support for Child Life Therapists throughout Australia
- Set and monitor standards of those practicing in the field
- Encourage research and publication
- Develop training program for Child Life Therapists
- Disseminate information on the psychosocial needs of children and young people in healthcare settings
- Promote the employment of appropriately trained staff to be responsible for play and recreation program
- Liaise and cooperate with organizations, which have common objectives, both in Australia and internationally

**email@childlife.org.au**  
**www.childlife.org.au**

NB In this document, the term 'Child Life Therapist' is used as an inclusive term, and refers broadly to healthcare professionals specializing in child development, who are employed in a hospital/healthcare setting to:

- Provide tailored play and leisure experiences for patients and their families, that support continued growth and wellbeing
- Provide education, distraction and support around specific procedures and/or hospitalisation in general
- Provide training and support to other healthcare professionals around child development and best practice to support children's wellbeing in a healthcare setting

In the UK & NZ such healthcare professionals are called Hospital Play Specialists; in the USA they use the title Child Life Specialists.

Currently in Australia many sites are transitioning to the title of Child Life Therapist, after a Strategic Forum and member vote was held in favour of the new title in 2014.

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## Australian Child Life Therapist Professional Accreditation

Accreditation is the process by which our professional association grants recognition to an individual who has achieved a sound level of competency in their field. Once the Australian Association of Child Life Therapists (ACLTA) certifies an individual, they are entitled to put AACLT (Accredited Australian Child Life Therapist) after their name in professional documents for the duration of their Accreditation (i.e. three years).

### **Child Life Therapist Accreditation in Australia aims to, as part of overall Association activities:**

- \* Foster consistency in standards of practice and ethical conduct
- \* Enhance the status and credibility of the profession
- \* Validate professional knowledge and provide a sense of professional pride and achievement
- \* Provide assurance for the public and for other professional groups and workplaces, that Child Life Therapists have achieved basic competency requirements for their profession, and are maintaining their standards and professional development.

Australian Child Life Therapist Accreditation requires professionals who are deemed competent in the field to maintain current knowledge and standards, and to demonstrate a commitment to continued professional growth.

### **Goals of Accreditation:**

- \* Establish a process for recognition of Child Life Therapists who have achieved basic professional competencies
- \* Provide a mechanism, through reaccreditation, that holds individual Accredited Child Life Therapists responsible for ethical conduct and continued professional growth and development.
- \* Provide assurance to employers that potential Child Life Therapists have achieved a sound standard of competence and professionalism in the role

### **Standards:**

Requirements for Accreditation and re-Accreditation are established and approved by the ACLTA Executive, in liaison with the ACLTA Accreditation Committee (ACLTA-AC).

Accreditation requirements are reviewed on an ongoing basis and revised as necessary. Members of the Australian Association of Child Life Therapists will be advised of any changes at least three months advance of their implementation.

### **Administration of Accreditation services:**

ACLTA-AC (Accreditation Committee) will be a subcommittee of ACLTA, chaired by the ACLTA Executive Professional Development Coordinator. Members of the ACLTA-AC will be appointed by a nomination process, for a

term of two years. The purpose of the ACLTA-AC is to oversee the Accreditation program for the Australian Child Life Therapist profession – see relevant section later in this document.

Applications for Accreditation should be made on the appropriate forms, as outlined later in this document, and obtainable from the ACLTA website.

### **Fees**

The fee for Accreditation and reaccreditation will be reviewed every two years by the ACLTA Executive.

See the ACLTA Website ([childlife.org.au](http://childlife.org.au)) for current Accreditation and reaccreditation costs.

## Section 1: Requirements for Accreditation (AACLT)

Applicants for Accreditation by the Association shall provide verified evidence of:

- 1.1 Current employment as a Child Life Therapist, in a clinical or non-clinical role, or in some combination of roles within the Child Life Therapist profession (including private practice, if applicant can show evidence of previous employment for at least 2000 hours within a healthcare facility).
- 1.2 Employment as a Child Life Therapist in Australia for a minimum of 2000 hours. Note: these hours must have been completed within the five years prior to application.
- 1.3 Current full membership of the ACLTA at time of application.  
*NOTE: Accredited Child Life Therapists will be required to maintain current membership throughout each year of Accreditation. If they do not, applications for reaccreditation will not be accepted.*
- 1.4 For Level 2 Members: An approved tertiary qualification as per the state award relevant to the site of employment (e.g. NSW, Victoria, Queensland). All applicants must provide Justice of the Peace certified copies of their qualifications to attach to their application.  
For Level 1 Members: An approved vocational (e.g. TAFE) qualification as per the state award relevant to the site of employment (e.g. Western Australia, sites operating outside state award). All applicants must provide Justice of the Peace certified copies of their qualifications to attach to their application.

**NOTE: Due to diversity in the previous requirements for employment as a Child Life Therapist, for a period of two years from the acceptance and roll out of this document (until March 2016), the ACLTA-AC will consider applications from current ACLTA full members without a tertiary/vocational qualification to have clause 1.4 waived. This will only be acceptable if they have been employed within the profession for more than four years full time (or equivalent). Once Accredited, these applicants will be able to maintain Accreditation; however these applicants are encouraged to show progression in qualifications in their first reaccreditation (i.e. from 2017).**

- 1.5 An up-to-date record of relevant professional development undertaken within the three years prior to application. This must amount to a minimum of 20 hours per year (i.e. 60 hours). *This is in line with the current policy of Mandatory Professional Development for full membership of ACLTA.*
- 1.6 Completion of all items set out in the Accreditation Applicant Pack.
- 1.7 A signed agreement that they have read, understood and agree to abide by the ACLTA Code of Ethics.

## Section 2: Requirements for Accreditation of Applicants, with International Accreditation/Registration

Requests for recognition of Accreditation gained from similar organisations in other countries will be assessed on a case-by-case basis. Applicants shall provide verified evidence of:

2.1 Current employment within an Australian Child Life Therapist service.

2.2 A minimum of 2000 hours employment as a Child Life Therapist within the five years prior to application. At least 1000 of these hours must be within the profession in Australia.

2.3 Current full membership of ACLTA; and current registration by a similar professional body, such as the Child Life Council or the Hospital Play Specialist Association of Aotearoa/NZ.

*NOTE: Accredited Child Life Therapists will be required to maintain current membership throughout each year of Accreditation. If they do not, applications for reaccreditation will not be accepted.*

2.4 An approved tertiary qualification as per the state award relevant to the site of employment (e.g. NSW, Victoria, Queensland). All applicants must provide Justice of the Peace certified copies of their qualifications to attach to their application.

2.5 An up-to-date record of relevant professional development undertaken within the three years prior to application. This must amount to a minimum of 20 hours per year (i.e. 60 hours). *This is in line with the current policy of Mandatory Professional Development for full membership of ACLTA.*

2.6 1.6 Completion of all items set out in the Accreditation Applicant Pack.

**NOTE: If similar work has been completed in the past three years for the applicant's international Accreditation (e.g. Child Life Accreditation), evidence of this may be resubmitted to the ACLTA Accreditation Committee and used in lieu of the completion ACLTA Accreditation Forms (if comparable in content). Acceptance of this equivalent work will be at the discretion of the Accreditation Committee.**

2.7 A signed agreement that they have read, understood and agree to abide by ACLTA Code of Ethics.

## Section 3: Reaccreditation [from 2017]

Reaccreditation is required every three years.

*ACLTA reserves the right to update these requirements before March 2017.*

All applicants for applying for Reaccreditation shall provide verified evidence of:

- 3.1 Current employment as a Child Life Therapist, in a clinical or non-clinical role, or in some combination of roles within the Child Life Therapist profession (including private practice).
- 3.2 Applicants must provide verified evidence of a minimum of 1500 hours employment as a Child Life Therapist or in a related role (e.g. team leader, management) within the three year period.
- 3.3 Current full membership of ACLTA. *NOTE: Accredited Child Life Therapists will be required to maintain current membership throughout each year of Accreditation. If they do not, applications for re-Accreditation will not be accepted.*
- 3.4 An up-to-date record of relevant professional development undertaken within the three years prior to application. This must amount to a minimum of 20 hours per year (i.e. 60 hours). *This is in line with the current policy of Mandatory Professional Development for full membership of ACLTA.*
- 3.5 Two professional references, on the appropriate form, attesting to the applicant's professional practice, good character and suitability to work as a Child Life Therapist (this form available in the Accreditation Applicant Pack).
- 3.6 Signed agreement that they have read, understood and agree to abide by the Code of Ethics of ACLTA.

**NOTE: Child Life Therapists who do not meet these requirements at the time their Accreditation is due for renewal, but who wish to again become fully Accredited, may apply to the ACLTA-AC for Accreditation 'Subject to Confirmation' - see Section 4.**

## Section 4: Requirements for Accreditation Subject to Confirmation (AACLT-STC)

This section applies to previously Accredited Child Life Therapists whose Accreditation has lapsed because:

- They have been unable to meet the employment hours and/or professional development they require within a three year period
- They have not maintained membership of the Australian Association of Child Life Therapists
- They have moved out of the profession completely for a period of time.

Subject to Confirmation (STC) Accreditation will be valid for a maximum period of 3 years at which time an application for full Accreditation will be required, or the STC process will need to be started again.

Applicants may apply for Accreditation Subject To Confirmation after they have provided verified evidence of:

- 4.1 Current employment as a Child Life Therapist, in a clinical or non-clinical role, or in some combination of roles within the Child Life Therapist profession (including private practice).
- 4.2 Have completed a minimum of 1000 employment hours in the three years prior to Accreditation STC being approved
- 4.3 Current full membership of ACLTA. *NOTE: Accredited Child Life Therapists will be required to maintain current membership throughout each year of Accreditation. If they do not, applications for re-Accreditation will not be accepted.*
- 4.4 An up-to-date record of relevant professional development undertaken within the three years prior to application. This must amount to a minimum of 20 hours per year (i.e. 60 hours). *This is in line with the current policy of Mandatory Professional Development for full membership of ACLTA.*
- 4.5 Two professional references, on the appropriate form, attesting to the applicant's professional practice, good character and suitability to work as a Child Life Therapist (this form available in the Accreditation Applicant Pack).
- 4.6 A signed agreement that they have read, understood and agree to abide by the ACLTA Code of Ethics.

## Section 5: Revoking of Accreditation

Child Life Therapist Accreditation may be revoked at the discretion of the ACLTA Executive and/or ACLTA-AC for reasons including, but not limited to, the following:

5.1 Falsification of any sections of the Accreditation application

5.2 Falsification of any information requested by ACLTA

5.3 Failure to pay fees

5.4 Accredited HPS is found in breach of the ACLTA Code of Ethics after due process (see Code of Ethics document).

*ACLTA reserves the right to refuse the refund of Accreditation fees should an applicant have their Accreditation revoked.*

## Section 6: Maternity and Paternity Leave from Accreditation

An Accredited CLT may apply to the ACLTA-AC for approval of a period of up to 24 months of maternity or paternity leave per child; at which time Accreditation will be "frozen". Any remaining years/months of valid Accreditation will be resumed after the agreed period of maternity or paternity leave.

All applicants for maternity or paternity leave from Accreditation shall:

6.1 Advise the ACLTA-AC by mail/email at least 4 weeks ahead of expected start of leave. In this initial advice, applicants must give an expected date of resuming Accredited status.

6.2 On return to work, it is the responsibility of the applicant to provide their exact date of resuming work to the ACLTA-AC, which will then provide a new date for reaccreditation (based on length of leave).

## Section 7: Appeal of ACLTA-AC Accreditation Decisions

A Child Life Therapist may appeal the decision of the ACLTA-AC (the Committee) through the following steps:

7.1 Submit an email/letter of appeal to the ACLTA Professional Development Coordinator. This must state the reason for appeal, and be received by the Committee within four weeks of their decision not to certify.

7.2 The applicant may then review and amend their application, within a period of six weeks from the date an appeal is launched.

7.3 The ACLTA-AC will then will review the application within four weeks of receipt, and provide a reviewed decision.

7.4 At this stage, if the applicant is still not satisfied with the decision, they may submit a final email/letter of appeal to the ACLTA Executive. This must state the new reason for appeal and attach their application. The Executive must receive this within four weeks of the second decision not to certify.

7.5 Two members of the Executive will then be chosen to review the second appeal within four weeks. Their decision is final, and should the applicant still be unsuccessful, they will be unable to reapply for Accreditation until twelve months from that date. The applicant will also be refunded 50% of their Accreditation fee.

# ACLTA Accreditation Second Edition, 2014 *Applicant Pack*

It is not intended that Accreditation submissions involve the applicant in a significant amount of work additional to that which is desirable as a part of usual practice. In services where the applicant is required to meet similar requirements (e.g. as part of a study program or credentialing process), the applicant may submit this same work for Accreditation purposes, provided that it is in the required format and that confidentiality of children and families is protected.

Applicants need to demonstrate competence across developmental stages. Please ensure that your submissions document evidence of your knowledge and skills in working with infants, children and young people in healthcare settings, as appropriate to your site. This evidence can be provided through a mixture of your qualifications, professional development, observations and case studies.

**Please remember as you progress through you are able to email any questions to the ACLTA Professional Development Coordinator ([pd@childlife.org.au](mailto:pd@childlife.org.au)) or the ACLTA Executive ([email@childlife.org.au](mailto:email@childlife.org.au)) – see [childlife.org.au](http://childlife.org.au)**

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## Complete Accreditation Checklist for Applicants

**Are you a current full member of ACLTA?**

**\* Have you provided:**

- A completed application form [page 15]
- The required fee (via bank deposit, or pay by PayPal on the ACLTA website)
- Evidence of current employment as a Child Life Therapist in Australia. This should be in a statement of service indicating sufficient employment hours (on workplace letterhead). If this is unattainable a statutory declaration shall be provided.
- ACLTA Professional Development Record for past three years, with evidence of at least 20 hours of professional development per year

**\* Have you included Accredited (signed by a Justice of the Peace) evidence of the following:**

- Copies of certificates of relevant vocational or tertiary qualification/s

**\* Your submission should include (as outlined in this Applicant Pack):**

- Two professional references, completed on the appropriate form [page 20]
- Signed Agreement to abide by the ACLTA Code of Ethics [page 19]
- Two Reading Review Forms based on chosen readings [page 21]
- Two Case Studies, with completed consent forms [pages 25]
- Written observation of three healthcare play/preparation sessions conducted by an Accredited Child Life Therapist, with completed consent forms [pages 29]
- A Procedural Support Critical Self-Reflection, with completed consent forms [pages 31]
- Self-Care Plan [page 34]

**\* The following may alternatively be required for a Child Life Therapist with current overseas registration (by arrangement with the Professional Development Coordinator please email before application):**

- ◆ Accredited copy of current registration by a similar body, such as the Child Life Council, Child Life Therapists Association Aotearoa/New Zealand, UK.
- ◆ Evidence of work that has been completed in the past three years for the applicant's international Accreditation if comparable (if relevant, in lieu of Forms for Accredited Child Life Therapist Application)

**Please send your Accreditation documents BY REGISTERED POST ONLY to:**

Professional Development Coordinator, ACLTA  
See POSTAL ADDRESS on website - [www.childlife.org.au](http://www.childlife.org.au)

## ACLTA Child Life Therapist Accreditation Application Form (Cover)

Full name: \_\_\_\_\_

Return Address: \_\_\_\_\_

Email: \_\_\_\_\_

Best contact phone number:

\_\_\_\_\_

Date Accreditation Submitted (i.e. sent in for marking):

\_\_\_\_\_

Site(s) of Employment, and number of hours worked per week:

\_\_\_\_\_

Please describe your clinical caseload briefly

(e.g. general regional paediatric ward with 22 beds):

\_\_\_\_\_

\_\_\_\_\_

*Please tick and sign below:*

I have checked and attached all required documents for Accreditation as per the Accreditation Checklist

I have taken copies of my complete application and have these stored securely (in a locked location) at my place of work

I have made payment for Accreditation via PayPal/bank deposit (please circle) – pricing and details available at [childlife.org.au](http://childlife.org.au)

I will send this application by registered post at my own expense. **This is essential to protect the privacy of consenting families and applicants. If you choose not to send by registered post, this could be deemed a breach of the ACLTA Code of Ethics, and you may not be able to become Accredited.**

I understand I will hear the result of my application in 6-8 weeks.

Signature and Date: \_\_\_\_\_

**Any questions? Email us! [pd@childlife.org.au](mailto:pd@childlife.org.au) or [email@childlife.org.au](mailto:email@childlife.org.au)**

## ACLTA Child Life Therapist Accreditation

### Consent Form:

#### Parent/Guardian Information (for parent/guardian to keep)

Dear Parent/Guardian,

ACLTA is the professional body representing Child Life Therapists in Australia. You can find out more about the association at [www.childlife.org.au](http://www.childlife.org.au). ACLTA runs a Accreditation program to ensure practitioners are providing a good quality level of service to patients and their families.

The Child Life Therapist who has provided this form to you is applying for Accreditation this year. As part of that process, they are required to make observations on how a range of patients play and cope with hospitalisation. The Child Life Therapist speaking with you today would like permission to make some of these observations about your child.

If you give consent, the Child Life Therapist will observe your child during a procedure or play session; they will then write about their observations in their Accreditation documentation – without referring to your child's name. The only identified record of your participation will be this form, which will be stored in a locked filing cabinet in the office of one of our executive members for seven years, before being securely destroyed (ie shredded). Only executive officers of ACLTA and the applicant will have access to your consenting information.

You may decline or withdraw your consent for this process at any time, either by discussion with the Child Life Therapist or emailing our Professional Development Coordinator at [pd@childlife.org.au](mailto:pd@childlife.org.au). If you make this decision, any written records (including deidentified records) of your child's participation will be destroyed. This decision will in no way affect the service you receive from your healthcare facility.

If you have any questions about this process, please ask the Child Life Therapist speaking with you today. You can also contact them after today using these work details:

Business contact details of Accreditation applicant:

Alternatively you can also contact the Professional Development Coordinator at ACLTA by emailing: [pd@childlife.org.au](mailto:pd@childlife.org.au)

Many thanks for considering assisting us today.

The ACLTA Executive, on behalf of your ACLTA Accreditation Applicant

**Child/Young Person Information (for parent/guardian to keep)**

*Hi!*

[insert picture or drawing of applicant]

*Today you are going to meet \_\_\_\_\_ (insert name of CLT),  
who is learning how to be a better Child Life Therapist.*

*This person would like to write down some notes on how you  
like to play, and what it's like for you being in hospital.*

*They will then show their notes  
to another Child Life Therapist.  
However, your name will be taken away,  
so no one will know the notes are about you.*

*We can talk about this together; and if you have any  
questions, ask one of your family members.*

*Thank you!*

## Parent/Guardian Consent Form

Notes for Accreditation Applicant:

\*One consent form must be provided for each case study, observation and procedural care self reflection.

Name of Accreditation Applicant:

Site of Employment:

Applicant phone:

Applicant email:

I (*print name*).....give consent to the observation of my child (*print name*) ..... as part of the applicant's (as per above) completion of tasks for ACLTA Australian Child Life Therapist Accreditation.

In giving my consent I acknowledge that:

1. The tasks and participation required, and the time involved, have been explained to me and any questions I have about the observations have been answered to my satisfaction
2. I have read the Parent Information Sheet and have been given the opportunity to discuss the information and my child's involvement in the project with the applicant
3. I have discussed participation in the project with my child and my child assents to their participation in the project
4. I understand that that my child's participation in this project is voluntary; a decision not to participate will in no way affect the service we receive from the facility, and I understand I am free to withdraw our participation at any time.
5. I understand that my child's involvement is strictly confidential and that no information about my child will be used in any way that reveals my child's identity.

**Signed**.....

**Name**.....

**Date**.....

**Contact number/email:** .....

## ACLTA Child Life Therapist Accreditation Applicant Agreement: ACLTA Code of Ethics

By signing this document, I declare:

- I have read the ACLTA Code of Ethics (available on the ACLTA website, [childlife.org.au](http://childlife.org.au))
- I agree to abide by this Code of Ethics in my work as a Child Life Therapist
- I understand that if I am found in breach of this Code, ACLTA reserves the right to revoke my Accreditation and membership.

Signed, and Date:

---

Name of Applicant (please print):

---

Workplace/Facility:

---

## Professional Reference for ACLTA Child Life Therapist Accreditation

*NB Two references from different professionals are required on separate forms*

Name of Referee, and Position (eg registered nurse, staff specialist):

\_\_\_\_\_

Workplace/Facility:

\_\_\_\_\_

**TO THE REFEREE: Please provide below a statement attesting to your observation of the applicant's professional practice, character and suitability to work as a Child Life Therapist. You might wish to include how long you have known the applicant, and how you have observed their work (please continue over the page if required).**

APPLICANT NAME:

Signed and Date:

\_\_\_\_\_

Name of Referee (please print):

\_\_\_\_\_

Relationship to Applicant:

\_\_\_\_\_

## ACLTA Child Life Therapist Accreditation

### Readings Selection for Article Reviews

Many thanks to Cathy Quinn, Sandra Pengilly (both CHW) and Michelle Perrin (JHCH) for help with compiling this list; ACLTA also acknowledges the Child Life Council's own Accreditation reading list

Please choose two readings from the following list; read and reflect on these documents; and then respond using the Article Review Form following.

If applicants cannot source these articles from their workplace, please log on to the Members' Area on the ACLTA website ([childlife.org.au](http://childlife.org.au)) to download. If for some reason you are unable to download these readings, please contact the ACLTA Professional Development Coordinator via email, with which readings you require. We can then arrange for these to be sent/emailed to you.

#### Medical Play

**1. Child Life Council Evidence-Based Practice Statement:  
Therapeutic Play in Pediatric Health Care: The Essence of Child  
Life Practice**

Donna Koller, PhD

Approved by the Child Life Council Executive Board April 2008  
Available online at <http://childlife.org/files/EBPPlayStatement-Complete.pdf>

**2. Medical Play: an expanded perspective**

Kathleen McCue, 1988  
*Children's Health Care*, Vol 16(3), pp.157-161

**3. The use of stuff, body-outlined dolls with hospitalized children  
and adolescents**

Laura Gaynard, Joy Goldberger, and Lesley N Laudley, 1991  
*Children's Health Care*, Vol 20(4), pp.216-24

**4. 'What is it?': findings on preschoolers' responses to play with  
medical equipment**

P McGrath and N Huff, 2001

*Child: Care, Health and Development*, Vol 27(5), pp. 451-462

**5. Play as a mechanism of working through medical trauma for  
children with medical illnesses and their siblings**

Laura Nabors, PhD, Jennifer Bartz, Jessica Kichler, Rebecca Sievers, Rebecca Elkins, and Jordan Pangallo, 2013  
*Issues in Comprehensive Pediatric Nursing*, Vol 36(3), pp.212-224

Psychological preparation

**6. Child Life Council Evidence-Based Practice Statement: Preparing Children and Adolescents for Medical Procedures**

Donna Koller, PhD

Approved by the Child Life Council Executive Board November 2007

Available online at <http://childlife.org/files/EBPPreparationStatement-Complete.pdf>

**7. Preparation of the Pediatric Patient for Invasive Procedures**

Sandra M. Breiner, 2009

*The Art and Science of Infusion Nursing*; Vol 32(5), pp.252-256

Coping/Hospitalisation/Life Span Development

**8. Child Life Council Evidence-Based Practice Statement: Child Life Assessment: Variables Associated with a Child's Ability to Cope with Hospitalization**

Donna Koller, PhD

Approved by the Child Life Council Executive Board August 2008

Available online at

<http://childlife.org/files/EBPAssessmentStatement-Complete.pdf>

**9. Development of Children's Concepts of illness**

Roger Bibace and Mary E. Walsh, 1980

*Pediatrics*; Vol 66(6), pp.912-917

Available online at

<http://pediatrics.aappublications.org/content/66/6/912>

Therapeutic Play

**10. Issue-Specific Play With Infants and Toddlers in Hospitals: Rationale and Intervention**

Joy Goldberger, 1988

*Children's Health Care*, Vol 16(3), pp.134-141

Communication

**11. Practitioner Review: Communicating with Hospitalized children: review and application of research pertaining to children's understanding of health and illness**

Helen Rushforth, 1999

*Journal of Child Psychology and Psychiatry*, Vol40(5), pp.683-691

## Pain Management

### **12. Taking the "Ouch" Out of Injections for Children: using distraction to decrease pain**

Laurie Sparks PhD, 2001

*The American Journal of Maternal/Child Nursing*, Vol 26(2), pp.72-8.

## Family and Siblings

### **13. The Effect of Educational Interventions with Siblings of Hospitalized Children**

Barbara Gursky, 2007

*Journal of Developmental & Behavioral Pediatrics*, Vol 28(5), pp.392-8

### **14. Re-thinking family-centred care across the continuum of children's healthcare**

L. S. Franck and P. Callery, 2004

*Child: Care, Health & Development*, Vol 30(3), pp.265-277

## ACLTA Child Life Therapist Accreditation Reading Review Form

*NB One form per reading, two required for submission. Use additional pages if required*

Name of Applicant:

Date	Name of article	Authors

Overview of Article (Limit 150 words):

How knowledge can be applied to your Child Life role (Limit 100 words):

Accreditation Committee use only, all to be ticked for PASS:

- Summarises at least 3 key points from article clearly
- Able to relate to own role/caseload

## ACLTA Child Life Therapist Accreditation Case Studies: Information, Form and Matrix

Two Case Studies are required for Accreditation. These are to outline a planned series of interactions with a patient.

Case studies should not be similar in nature, demonstrating a variety of skills of the CLT. Considerations to support this could include varying ages; and varying nature of interactions such as procedural preparation or developmental play.

Each case study should be submitted using the following format.

Assessment criteria that will be used by the ACLTA-AC is listed next to each heading.

Note there is a 1000 word limit for each case study.

**Pseudonyms and deidentification must be used sufficiently to protect patient confidentiality.**

In addition, **the patient's guardian must sign the consent form (attached) before you commence.**

You must send this completed consent with your application as per the instructions on the Accreditation Application Form (page 16). ACLTA will keep this signed consent in a secure location for the next 7 years. If you are unsure about seeking consent or deidentifying patients, please contact your line manager for support initially; or email the ACLTA Executive to be allocated support ([email@childlife.org.au](mailto:email@childlife.org.au)).

The case studies will be marked by the Accreditation Committee as per the matrix provided, with 5 points for each section. A pass requires at least 75%, or a mark of 19/25 or higher.

← PLEASE **STAPLE** ALL DOCUMENTS HERE

OFFICE USE ONLY

Applicant: \_\_\_\_\_ / \_\_\_\_\_  
Year Submitted #

## ACLTA Child Life Therapist Accreditation Case Study Form and Matrix

*NB One form per case study, two required for submission. Use additional pages if required*

Accreditor Use Only (Tick if provided; required for PASS)

Patient deidentified       Consent provided to PD Coordinator

Section	
Brief background information (±100 words) 5 points	

Assessment and planning  
(200-300 words)  
5 points

Intervention(s)  
(300-400 words)  
5 points

<p>Reflective evaluation (100-200 words) 5 points</p>	
<p>Conclusion (±100 words) 5 points</p>	

Section	Assessment Criteria
Brief background information (±100 words) 5 points	- Documents the reason for Child Life Therapist involvement using pseudonyms and other deidentified information [5/5]
Assessment and planning (200-300 words) 5 points	<ul style="list-style-type: none"> <li>- Demonstrates that a range of information about the child/young person and/or family has been sought for assessment purposes; [1/5]</li> <li>- Identifies and discusses the developmental, social, environmental and cultural factors that may influence or impact upon the actions and responses of the child/young person and family; [1/5]</li> <li>- Identifies any likely stress points for this child/young person (and family); [1/5]</li> <li>- States desired outcomes for child/family as a result of intervention; [1/5]</li> <li>- Documents sources of information used in Child Life Therapist assessment and planning. This may include discussion with child/young person, family and other professionals, notes in medical records [1/5]</li> </ul>
Intervention(s) (300-400 words) 5 points	<ul style="list-style-type: none"> <li>- Documents Child Life Therapist intervention(s); [2/5]</li> <li>- Explains reasoning behind Child Life Therapist decision making; [2/5]</li> <li>- Outlines the involvement/action of others (child/young person/family/other professionals)] [1/5]</li> </ul>
Reflective evaluation (100-200 words) 5 points	<ul style="list-style-type: none"> <li>- Critically reviews and evaluates the Child Life Therapist intervention(s) provided; [2/5]</li> <li>- Discusses implications for future practice in relation to self, child/young person/family/other professionals where appropriate; [2/5]</li> <li>- Records evidence of feedback from others (child/young person, family other professionals) [1/5]</li> </ul>
Conclusion (±100 words) 5 points	<ul style="list-style-type: none"> <li>- Summarise case and final discharge outcomes [2/5]</li> <li>- Identify particular learning for self as a Child Life Therapist [3/5]</li> </ul>

## ACLTA Child Life Therapist Accreditation Observations: Information, Matrix and Form

Three observations of at healthcare play (i.e. for developmental, recreational or therapeutic purposes), or preparatory play sessions, conducted by an Accredited CLT. At least one observation should be a preparatory play session.

Each completed Observation Form should be no more than 300 words, and show that the applicant is able to identify the core activities and outcomes of a session. Some reflective comment is also required, addressing any new learning or opportunities that the applicant observed.

The case studies will be marked by the Accreditation Committee as per the matrix provided, with 5 points for each section. A pass requires at least 75%, or a mark of 7.5/10 or higher.

**Pseudonyms and deidentification must be used sufficiently to protect patient confidentiality. In addition, the patient's guardian must sign the consent form (attached) before you commence.**

You must send this completed consent with your application as per the instructions on the Accreditation Application Form (page 16). ACLTA will keep this signed consent in a secure location for the next 7 years. If you are unsure about seeking consent or deidentifying patients, please contact your line manager for support initially; or email the ACLTA Executive to be allocated support (email@childlife.org.au).

*\*NB During the initial years of Accreditation, observing an Accredited HPS may not be possible. Observations should still be completed. These observations can be provided by a fellow Child Life Therapist working towards Accreditation, and where possible, a HPS with a high degree of clinical experience.*

### Matrix

Section	Assessment Criteria
Brief description of session (±150 words) 5 points	<ul style="list-style-type: none"> <li>- Documents the reason for Child Life Therapist involvement using pseudonyms and other deidentified information [1/5]</li> <li>- Documents Child Life Therapist intervention, including steps taken in planning, preparation, intervention and conclusion [2/5]</li> <li>- Outlines the involvement/action of others (child/young person/family/other professionals)] [2/5]</li> </ul>
Reflective Evaluation (±150 words) 5 points	<ul style="list-style-type: none"> <li>- Critically reviews and evaluates the effectiveness Child Life Therapist intervention(s) provided; based on applicant assessment of how the intervention appeared to affect the child/young person's psychosocial responses over the course of the session (with reference to session goals) [3/5]</li> <li>- Identify particular learning for self as a Child Life Therapist [2/5]</li> </ul>

## ACLTA Child Life Therapist Accreditation Observations Form

NB One form per observation, three required for submission. Use additional pages if required.

Accreditor Use Only (Tick if provided; required for PASS)

- Patient deidentified       Consent provided to PD Coordinator

<p>Name of Applicant:</p> <p>Name of AACLT/senior Child Life Therapist being observed:</p> <p>Please circle: <i>Healthcare play observation OR Preparation observation</i></p> <p>Date:</p> <p>Hospital:</p> <p>Number of children/young people participating in play session:</p> <p>Age(s), please circle: 0-2 years / 3-5 years / 5-8 years / 9-12 years / 13-18 years</p>
<p>Description of session:</p>

Reflective comments:

Verified by (please print name and sign):  
*(Child Life Therapist providing the session)*

## ACLTA Child Life Therapist Accreditation Procedural Support Critical Self-Reflection: Information, Matrix and Form

One Procedural Critical Self-Reflection relevant to your workplace is to be completed on the following form. The applicant should provide procedural support to a patient, and then in the days following complete this form. The applicant's attendance at the procedure should also be verified by an appropriate professional that was present during the procedure, using the form provided (e.g. nurse, doctor, physiotherapist).

The completed procedural support critical self-reflection should be 300-500 words in length.

Appropriate examples of procedures requiring support may include but are not restricted to:

- Theatre visit incorporating observation of anaesthesia induction and recovery
- Clinical procedures such as insertion of IV cannula or NG tube, lumbar puncture etc
- X-ray and/or other scanning procedure such as CT or MRI
- Sibling visit to neonatal unit/intensive care unit
- Rehabilitation treatment

Child Life Therapists are encouraged to seek guidance from their line managers or clinical supervisors before commencement of procedural support session, if this is a new or developing area of competency for them.

**Pseudonyms and deidentification must be used sufficiently to protect patient confidentiality. In addition, the patient's guardian must sign the consent form (attached) before you commence.**

You must send this completed consent with your application as per the instructions on the Accreditation Application Form (page 16). ACLTA will keep this signed consent in a secure location for the next 7 years. If you are unsure about seeking consent or deidentifying patients, please contact your line manager for support initially; or email the ACLTA Executive to be allocated support ([email@childlife.org.au](mailto:email@childlife.org.au)).

The case studies will be marked by the Accreditation Committee as per the matrix provided. A pass requires at least 75%, or a mark of 12/16 or higher.

## AAHPS Hospital Play Specialist Certification Procedural Support Critical Self-Reflection

### Verification by Other Professional

I, \_\_\_\_\_ (insert name here)

currently working as a \_\_\_\_\_ (job title here)

at \_\_\_\_\_ (facility name)

certify that I was present while the AAHPS Certification Applicant

\_\_\_\_\_ (named here)

assisted with procedural support for patient \_\_\_\_\_ (initials only)

on \_\_\_\_/\_\_\_\_/\_\_\_\_ (date).

\_\_\_\_\_ (Signature of Professional)

\_\_\_\_\_ (Work Phone)

### **Procedural Critical Self-Reflection Matrix**

Out of 16 points

Section	Assessment Criteria
Brief Overview of Procedure (±50 words) 2 points	- Documents the reason for Child Life Therapist involvement, including an accurate medical description of the procedure patient required. This must be provided using pseudonyms and other deidentified information [2/2]
Description of session (±250 words) 5 points	- Description of environment procedure was conducted in (location, sensory input, professionals and family members present etc) [2/5] - Clear description of what strategies employed by Child Life Therapist (and others) to support child/family. Reflection on why own course of action was chosen [3/5]
Reflective Evaluation (±200 words) 5 points	- Identification of 'stress points' in procedure for child and family [2/5] - Identification of areas of strength/success in how Child Life Therapist provided support, with observational evidence of why this was helpful to child/family [1/5] - Identification of areas where improvement/adaptation could be made in how Child Life Therapist provided support, with observational evidence of why these changes could have been helpful to child/family [2/5]
Follow Up (±75 words) 4 points	- Identifies post-procedural play, referrals or other actions appropriate for child/family as follow up [2/4] - Identify particular learning for self as a Child Life Therapist [2/4]

## ACLTA Child Life Therapist Accreditation Procedural Support Critical Self-Reflection Form

*NB Use additional pages if required*

Accreditor Use Only (Tick if provided; required for PASS)

- Patient deidentified       Consent provided to PD Coordinator

Section	Assessment Criteria
Brief Overview of Procedure (±50 words) 2 points	
Description of session (±250 words) 5 points	

<p>Reflective Evaluation (±200 words) 5 points</p>	

Follow Up (±75 words) 4 points	

## ACLTA Child Life Therapist Accreditation Self-Care Plan

The self-care plan is a written statement of how the applicant manages work-related stress (and/or personal stress which may impact on their professional role). This may include physical, mental/emotional, social or spiritual activities the applicant engages regularly for self-care and balance.

The self-care plan **must** include how the applicant obtains professional support and regular clinical supervision of their practice.

This plan is to be provided in around 300 words, addressing the criteria below. When referring to support people, please use single initials and/or job titles to assist with maintaining anonymity with Accreditors.

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Accreditor Use Only (Tick if provided; all required for PASS)

- Identification of a combination of at least three physical, mental/emotional, social or spiritual activities for regular self-care
- Identification of at least two professional supports available (eg line management, teams, associations).
- Explanation of regular clinical supervision arrangement

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*Self Care Plan (please use additional pages if required):*