



5145 Pontiac Trail • Ann Arbor, MI 48105 • USA
Phone: 734-761-6268 Fax: 734-663-6861 Website: www.mAppliedMetapsychology.org
Email: info@mAppliedMetapsychology.org

TIR TRAINER CERTIFICATION/ACCREDITATION APPLICATION

INITIALS

- A) I hereby apply for Certification/Accreditation as a TIR Trainer, qualified to teach the TIR Workshop.
- B) I am a Certified/Accredited TIR Facilitator.
- C) I attest that I ~~and~~ have successfully completed taken the TIR – Expanded Applications & Life Stress Reduction Techniques Workshop on _____ (date) and the Life Stress Reduction - Techniques and Case Planning Workshop on _____ (date) ~~or with AMI Certified/Accredited LSR Trainer(s) (or higher level AMI Certified/Accredited Trainer)~~
- D) I attest that I have successfully completed a TIR Instructor Program and apprenticeship under AMI Certified/Accredited STIRLSRTT (or higher level AMI Certified/Accredited Trainer of tTrainers) _____, consisting of having observed a TIR Workshop as a trainer-in-training, co-lead at least one TIR Workshop, and lead with supervision co-lead as many workshops as necessary to have lead all parts of the workshop to my trainer's satisfaction.
- ~~E~~ E) I attest that I am able to organize and deliver a TIR Workshop from start to finish.
- ~~F~~ F) I attest that I am sufficiently conversant with the technical direction materials and skills needed to deliver a successful TIR Workshop and to provide technical direction at this level.
- ~~E~~ E) I agree to use AMI approved training manuals, providing one for each student. I will print the manuals from _____ a master which I will be given access to in the Trainer Kit on-line under a secure user name and password. I will not give out my user name and/or password to anyone. I will pay AMI a licensing fee for every student that I train in accordance with Policy 2-9.
- ~~F~~ F) I agree that in addition to those materials provided by AMI, any new promotional material (this includes all sorts of printed material – flyers, brochures, etc , email broadcasts, and any web sites, other than the TIRA site or the other _____ sites listed in Policy 2-4, where my workshops have been mentioned) that I create or hire another to create in my name _____ to promote any/all AMI approved trainings will be created and/or used under the guidance of Policy 2-4.
- ~~C~~ C) I agree to provide AMI with the typed names and full contact information of every TIRW graduate along _____ with the quizzes and evaluation forms for each student. _____
- ~~GH~~ GH) I have a current AMI-TIRA membership, or I am renewing my membership along with this Certification/Accreditation application. I understand that I need to keep my membership current in order to maintain the validity of my certification.
- ~~GH~~ GH) I enclose a standard-size video tape, DVD, wav or mp4 recording of myself:
 1. doing Demonstrating Communication Exercise 8 as a student facilitator demonstrating delivering a technique at this level with an AMI Certified/Accredited TIR Trainer (or higher level AMI Certified/Accredited Trainer) as the tutor/viewer.
 2. Presenting the Communication Exercises as I would when leading a workshop to a group of students.
- I understand that my certificate is valid for a period of three years and that at the end of three years I will need to _____ apply for recertification, documenting at least 21 hours of continuing education in the field. I understand that I will _____ only need to renew my highest level of Certification/Accreditation.

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- ~~JK~~ I understand that if I allow my Certification/Accreditation to lapse for a year or more, that further training and supervision will be needed to the satisfaction of the AMI Certification/Accreditation Committee my trainer for me to be able to reapply for Certification/Accreditation at this level, and that I may be required will need to co-lead, or lead under supervision, at least one workshop before my applicationing for Re-Certification/Accreditation will be accepted.
- ~~JK~~ I attest that I have read and am thoroughly familiar with all procedures, the AMI pPolicies & Procedure Book, and all forms contained in the Policy Book and Trainer Kit and that I will use and follow them appropriately.
- ~~IL~~ I enclose the Certification/Accreditation application fee and also my membership application, if necessary.
- ~~MM~~ I enclose a signed copy of the *Agreement for Licensing of Use of Names, Logos, and Copyrighted Materials*.
- ~~NMK~~ I enclose a signed copy of the Trainer Agreement.
- ~~ON~~ I enclose my completed Trainer Kit & Policy Book Quiz.

Signature: _____ Date: _____

Certification/Accreditation Application Fee: \$ 125.00

Method of Payment Visa MasterCard Discover Check in US dollars, drawn on US bank, payable to AMI
Card Number: _____ CCV Code (last 3 digits on back of card): _____
Expiration Date: _____ Card Holder's Signature: _____

APPLICANT: PLEASE SEND YOUR COMPLETED APPLICATION & FEE(S) TO YOUR TRAINER.
TRAINER: Please send certification application and fee(s) to AMITRA 5145 Pontiac Trail, Ann Arbor, MI 48105, USA, along with all attachments and the Trainer Kit Quiz, your letter of recommendation for certification, and the completed certification application when your once the applicant has completed both study and apprenticeship to your satisfaction.



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AMI Trainer Agreement

1. ~~E~~ I agree to use AMI-approved training manuals, providing one for each student. I will print the manuals from a master which I will be given access to in the [AMI](#) Trainer Kit on-line under a secure user name and password.
2. I will not give out my user name and/or password to anyone without prior written permission from AMI.
3. I will pay AMI a licensing fee for every student that I train in accordance with Policy 2-9.
4. ~~F~~ I agree that in addition to those materials provided by AMI, any new promotional material (this includes all sorts of printed material - flyers, brochures, etc - , email broadcasts, and any web-sites, other than the AMI and TIRA sites or the other sites listed in Policy 2-4, where my workshops have been mentioned) that I create or hire another to create in my name to promote any/all AMI approved trainings will be created and/or used under the guidance of Policy 2-4 (this includes all sorts of printed material - flyers, brochures, etc. - email broadcasts, and any websites, other than the AMI and TIRA sites or the other sites listed in Policy 2-4, where my workshops have been mentioned).
- 2-5. I agree to provide copies of most frequently used promotional pieces and/or additional handouts to workshop training materials that I use, to AMI upon request. I understand that this request will be made as a quality control check and that my materials will not be copied, shared, or given out to anyone without my prior permission.
6. ~~G~~ I agree to provide AMI with a the-typed list of the names and full contact information for of every student I train in AMI materials, techniques, methods and programs THRW graduate along. I will submit this list, along with an the AMI quizzes and evaluation forms for each student, the Workshop Reporting Checklist (which I will be given in Section I of the Trainer Kit) and full payment of the licensing fee within 20 days of the last day of each workshop.
7. I agree to abide by all other ~~AMI policies~~, not mentioned in this agreement, in regards to all AMI trainings, programs, copyrighted materials, and their delivery.
8. I understand that as a Trainer I represent AMI in all my interactions with students and the public. My actions and behavior as such will hold the subject and the organization in repute.
9. I agree to treat my fellow Trainers with respect. This includes, but is not limited to, strict adherence to Policy 1-4 Professional Conduct and Internal Conflict.

Signature: _____ Date: _____



Agreement for Licensing of Use of Names, Logos & Copyrighted Material

The undersigned (hereinafter called *the Trainer*), acknowledging and having an interest in preservation and protection of the names and materials of ~~Traumatic Incident Reeducation and~~ Applied Metapsychology ~~International (hereinafter called AMI)~~, agrees to the following provisions. This signed document and the maintenance of the Trainer's current and up-to-date Certification/Accreditation as a Trainer in good standing with ~~Applied Metapsychology International (hereinafter called AMI)~~ AMI, give the Trainer the license to use the names of Traumatic Incident Reduction, TIR, Life Stress Reduction, LSR, Applied Metapsychology, AMP, and the copyrighted training materials, including names of specific programs and techniques.

I _____ (Trainer's name) acknowledge and agree that:

The names, logos, and symbols covered in Schedule A, attached, and the copyrighted training materials of TIR, LSR, and AMP are the intellectual property of AMI, a U.S. nonprofit corporation.

My permission as a Certified/Accredited Trainer to use the names, logos, symbols and copyrighted materials is contingent upon my ~~maintaining my membership with AMI~~, keeping my Certification/Accreditation current, and maintaining my good standing ~~with AMI~~.

My use of these names, logos, symbols and materials does not affect AMI's ownership of them.

My use of these names, logos, symbols, and materials is under the agency of, and with the permission of AMI.

Signature: _____

Date: _____



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Agreement for Licensing of Use of Names, Logos & Copyrighted Material

Applied Metapsychology

AMP

Applied Metapsychology International

AMI

Traumatic Incident Reduction

TIR

~~The TIR Association~~

~~TIRA~~

Life Stress Reduction

LSR

The AMI logo

~~The TIRA logo~~

The AMI/TIRA logo

~~The TIR Association~~

~~TIRA~~

~~The TIRA logo~~

The psi + ∞ symbol

Any other devices that may be adopted [by AMI](#)



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Trainer Kit & Policy Book Quiz

Instructions: Answer all questions as fully as you can. Do use the Trainer Kit to make sure you have covered everything. This is an “open book” test.

Please Answer questions A – F- ~~If you ever, or think that you may ever, offer continuing education credits approved by the American Psychological Association or the US National Association of Social Workers.~~ If this does not apply to you, start with question #1.

- A. In what document can you find the statements required to be included verbatim in all promotional announcements or literature for workshops you give that will be offered for continuing education credit?
- B. What should we call continuing education credits? (Hint: It is **not** “CEUs”.)
- C. By when must the AMI Management Office receive your paperwork for a workshop offering NASW continuing education?

D. ~~Name the four types of workshop checklists and explain when and how you use them. By when do you need to inform AMI of a workshop where you are going to offer CCPA continuing education credit?~~

E. ~~If you are filling out an NASW Summary Evaluation Data Form and you are confused, whom do you call for help? What is wrong with this statement: "This workshop is approved by the APA for CEU credit"? (Hint: Two points.)~~

F.E. ~~What additional pieces of paperform(s) will you need to have during your workshop; (and completed to send into AMI with the rest of your workshop paperwork); for each student receiving NASW or APA credit?~~

All applicants please ~~Everyone~~ answer the questions from here to the end.

1. What are the seven ~~six~~ basics that must be covered in a TIR Workshop?

| 2. What ~~documents pieces of paper~~ do you *always* send in with your completed workshops?

| ~~3. What promotional materials need to be sent to AMI?~~

| ~~4.3.~~Are there any circumstances under which you are allowed to issue your own certificates with the names TIRA, or AMI on them?

| ~~5.4.~~How does AMI monitor the quality of training and why is this important?

| ~~6.5.~~If you have students interested in getting on-going supervision or in becoming Certified/Accredited, explain the forms and procedures you will go over with them.

6. If you are Certified/Accredited as a TIR~~W~~ Trainer and are interested in becoming an Life Stress Reduction Trainer (LSRT), list the steps you will need to take to reach that point.

7. If you are interested in apprenticing others as a Certified/Accredited Trainer, list the steps you will need to take to reach that point.

8. If a participant asks a question, administrative or technical, that you can't answer, what actions could you take?

9. Name the three points you personally consider to be the most important in those covered in the AMI Ethical Code ~~for TIR & Metapsychology Facilitators and Trainers~~, and tell why.