# How to prepare for the course

Thank you for signing up for the EMDR basic training presented by Nikolaus Johnson. We look forward to seeing you soon!

This training will take place in three weekends spaced one month apart. Each participant is required to read *Eye Movement Desensitization Reprocessing (EMDR)*, by Francene Shapiro, before the first weekend of training.

If attending in person, arrive 15 minutes before the start of the training to allow for check in time. If you are virtual, you must have your camera on for the entire training. You must attend all six days of the training as well as complete 7 hours of consultation outside of the training days. Each training day will be from 9am central time to 5pm central time with two 15 minute breaks and one 30 minute lunch. Lunch will be provided for in person participants.

As stated above, each participant must have a total of seven hours of consultation by the end of weekend three. Three hours should be completed between weekend one and two; four hours should be completed between weekend two and three. Multiple dates and times are offered to fit your schedule.

If a participant misses a training day, they may be able to be rescheduled for future training dates. All training dates must be completed within one year.

At weekend three, you will be given an evaluation and a posttest. The evaluation is to evaluate the trainer and CCFAM training's staff on how the objectives were fulfilled (or not), and generally your experience in the training. The posttest will be a test of your knowledge on EMDR after taking the training. You will submit both the posttest and evaluation on learn dash.

An EMDR basic training is an experiential training. You will be required to participate as both a client and a clinician in order to receive credit for the training.

# **CCFAM Training Provider Policies**

# Fees, refunds, and cancellations

All trainings are non-refundable, unless cancelled by training provider.

#### Complaints, disputes, resolutions

Any complaints should be addressed to Jacob Johnson, CEO. Please include name, contact information, nature, and date of the complaint. This will be reviewed and a response sent within 10 business days.

### Disability accommodations

Our training facility is ADA compliant. If a participant needs any special accommodations, please contact our training staff at 817-232-9400.