



**Internal Family Systems<sup>SM</sup> Therapy**  
**Level 1 IFS Training Program (784)**  
**2022**  
**Online Training (Live, Real Time)**  
**U.S. Central Time Zone**  
**Nickname: Capitol Peak**

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**The Internal Family Systems Model**

**Internal Family Systems<sup>SM</sup>** is at the forefront of a movement toward a more collaborative therapeutic approach that relies on clients' intuitive wisdom. IFS<sup>SM</sup> offers a clear, non-pathologizing, and empowering view of human cognitive and emotional life and provides a dynamic therapeutic approach that allows both therapist and client to enter into a transformational relationship in which healing can occur.

Richard C. Schwartz, PhD, has been developing the IFS model for more than 30 years, with IFS now practiced by thousands of licensed therapists and other professionals throughout the United States and internationally. Mental health care professionals and others trained in the IFS model can easily integrate it into a wide variety of practices using the unique methods IFS offers to create safe environments for clients to become Self-transforming. Internal Family Systems therapy is a simple yet sophisticated integration of psychology, spirituality, and intra-psychic and family systems theory that:



*Richard C.  
Schwartz*

- Works well with couples, families, groups, and children;
- Can effectively treat trauma;
- Is a client-led approach that respects each client's pace and goals;
- Establishes a productive, trusting, and collaborative partnership between therapist and client;
- Helps therapists remain centered and open-hearted.

**Internal Family Systems: An Evidence-Based Practice**

Internal Family Systems (IFS) is now posted on NREPP as an evidence-based practice. NREPP is the National Registry for Evidence-Based Programs and Practices, a national repository that is maintained by the U.S. government's Substance Abuse and Mental Health Services Administration (SAMHSA). Interventions listed in NREPP have been subject to independent, rigorous scrutiny, and are deemed to show significant impact on individual outcomes relating to mental health.

As a clinical treatment, IFS has been rated effective for improving general functioning and well-being. In addition, it has been rated promising for improving phobia, panic, and generalized anxiety disorders and symptoms; physical health conditions and symptoms; personal resilience/self-concept; and depression and depressive symptoms.

These scientific findings and the listing of IFS on NREPP affirm the vast potential of IFS therapy for advancing emotional healing and mental well-being. In particular, they indicate promising effects on mind (depression, anxiety), body (physical health conditions), and spirit (personal resilience and self-concept).

**IFS and Training Information Sources**

**This brochure** contains essential details about this program, including Continuing Education credit, Certificate of Completion requirements, finances, session and daily schedules, required readings, trainer biographies, and more. **For more about IFS, please visit other tabs of our website.**

## Curriculum

**Overview:** In addition to thoroughly learning IFS theory and technique, the IFS Level 1 training program invites participants to explore their own inner worlds in a safe, nurturing context. The training will help participants:

- Understand the conceptual basis of the IFS model;
- Apply basic IFS techniques to various clinical populations; and
- Take advantage of the opportunities IFS offers for personal development.

**Learning Objectives:** Please visit [www.IFS-Institute.com](http://www.IFS-Institute.com), FAQ page.

**Format and Program Hours:** The training includes lecture, discussion, demonstration, video review, experiential exercise, and small group practice. This training comprises three, 4-day sessions totaling 80 program hours (26.5 or 27 hours per session), plus two separate 2-hour online sessions between the 4-day sessions. The two separate 2-hour online sessions enable participants to have contact with their trainers and each other in order to further integrate material already presented.

**Session and daily schedules are listed later in this brochure.**

## Trainers

**Lead Trainer: Kay Gardner, MS, LCPC,** is an IFS senior lead trainer who has been in private practice in Chicago for 30 years. In addition to teaching IFS trainings, Kay has taught programs such as the Women's Circle, Persephone's Journey, and Men and Their Mothers. Kay is trained in Hakomi therapy, was a Hakomi teacher, and has a 40-year personal yoga and a meditation practice. Known for her passion for IFS, both as a trainer and practitioner, Kay uses a body-mind-spirit approach and integrates South American shamanism ideas into her work.

**Assistant Trainer: Kevin Davis, MSW, LCSW, LMFT, LCAS, SEP,** is an IFS therapist who specializes in addiction, trauma and the impact of early imprints. She has a passion for helping clients connect to and use the inherent treatment plan that lives in all of us as individuals, relationally and in community. Kevin is Co-Founder of Hospice at Charlotte, and founder of the Family Therapy Training Institute at United Family Services. With over 30 years of experience, Kevin uses mind/body approaches to help others enhance resilience and achieve purpose.

## Training Schedule

This online training will meet according to the dates and daily schedule below using the U.S. Central time zone in effect during each session of the training. Please refer to [www.24timezones.com](http://www.24timezones.com), [www.timeanddate.com](http://www.timeanddate.com), or a similar resource to determine how this relates to your own time zone. Please be sure to account for Standard vs. Daylight Savings time!

**You can use Chicago, IL, in the U.S. Central time zone as a reference location to determine how the Central time zone relates to your own time zone for each training session.**

## Training Dates:

4-Day Session 1: August 11-14, 2022  
4-Day Session 2: October 20-23, 2022  
4-Day Session 3: December 8-11, 2022

2-Hour Session 1: September 6, 2022, 6-8pm  
2-Hour Session 2: November 15, 2022, 6-8pm

**Please note:** The IFS Annual Conference will meet on October 20-22, 2022, which overlaps with the dates of this training's second 4-day session. Details about this training's attendance requirements are listed in this brochure, and details about the Conference are on the website.

## About Online Sessions

- Online sessions take place on Zoom, an online platform for video conferencing.
- Please download and take some time to understand Zoom software well before the training begins. To do this, go to [Zoom.us](https://zoom.us), sign in (or "sign up"), and create your account.
- If you have questions about downloading or using Zoom, please contact Zoom: 888.799.9666, or click "support" at the bottom of the [Zoom.us](https://zoom.us) home page. IFS Institute cannot provide this type of technical support.
- Please ensure that your computer, any related equipment, and your internet connection are sufficient to attend a live Zoom event. IFS Institute cannot provide technical support related to your system.
- Training members will receive Zoom links close to the start of the training, and these links are how you can access this online training.
- Please note that the training is only for training members, so please take care to be in a private space when attending the training.

## Daily Schedule

### Session 1

	Morning Session	Morning Stretch	Afternoon Session	Afternoon Stretch	Training/ CE Hours
August 11, 2022	9-12:15	15 min	1:30-6:00	15 min	7.25
August 12, 2022	9-12:15	15 min	1:30-5:45	15 min	7.0
August 13, 2022	9-12:15	15 min	1:30-5:45	15 min	7.0
August 14, 2022	9-12:15	15 min	1:15-4:00	X	5.75
					27.00

## Session 2

	Morning Session	Morning Stretch	Afternoon Session	Afternoon Stretch	Training/CE Hours
October 20, 2022	9-12:15	15 min	1:30-5:45	15 min	7.0
October 21, 2022	9-12:15	15 min	1:30-5:45	15 min	7.0
October 22, 2022	9-12:15	15 min	1:30-5:45	15 min	7.0
October 23, 2022	9-12:15	15 min	1:15-3:45	X	5.5
					26.5

## Session 3

	Morning Session	Morning Stretch	Afternoon Session	Afternoon Stretch	Training/CE Hours
December 8, 2022	9-12:15	15 min	1:30-5:45	15 min	7.0
December 9, 2022	9-12:15	15 min	1:30-5:45	15 min	7.0
December 10, 2022	9-12:15	15 min	1:30-5:45	15 min	7.0
December 11, 2022	9-12:15	15 min	1:15-3:45	X	5.5
					26.5

## Certificate of Completion

A Certificate of Completion (non-CE) is awarded by IFS Institute and **a participant must complete 70 of the 84 program hours offered in order to be eligible to earn this certificate.** This means each participant may miss a maximum of 14 training hours over the course of the entire training program, if necessary. Participants are responsible for ensuring that they attend enough training hours to earn the Certificate of Completion.

## IFS Certification

Participants are not IFS Certified until they successfully complete the IFS Certification process. Information about the criteria and procedures for becoming IFS Certified is available on the IFS Institute website certification page, or by emailing [Certification@IFS-Institute.com](mailto:Certification@IFS-Institute.com).

## Eligibility for Future Trainings

By earning IFS Institute's certificate of completion for this training, a participant is eligible to apply for a Level 2 IFS training program. Participants are not required to be IFS Certified to enroll in IFS trainings.

## To Apply

**Who Should Apply:** We welcome applications from:

- Mental and medical health care practitioners
- Pastoral counselors
- Masters or doctoral students
- Dance, art, and music therapists
- Health care professionals in allied fields

**Application Form:** The application form for this training is on our website.

## **Continuing Education Contact Hours**

- This training program is co-sponsored by IFS Institute and The Institute for Continuing Education (ICE).
- Continuing education contact hours are offered for the professional disciplines as listed.
- The course offers a total of 80 contact hours. Continuing education credit is offered only for the 4-day sessions. Continuing education credit is not offered for the two separate 2-hour sessions.
- CE hours are awarded on a session-by-session basis, with full attendance required at sessions attended. Partial session CE credit is not offered.
- Attendees must complete all CE materials, comply with attendance monitoring requirements, and complete a session evaluation.
- Applications for continuing education contact hours will be provided by IFS Institute at the initial course session, along with other pertinent continuing education information.
- **If you would like CE credit for this training, you must sign up for it at the first session. You will need your license information (as applicable) to complete the CE forms. No late CE applications can be accepted.**
- CE verification is mailed to participants by ICE (the CE sponsor) following each session that is eligible for CE (within 30 days of receipt of completed CE materials).
- There is no additional fee to make application for CE credit.
- It is the responsibility of attendees to contact their state licensing/certification board to determine if CE credit offered by The Institute for Continuing Education meets the regulations of their state licensing/certification board.
- Non-U.S. Professionals: The Institute for Continuing Education holds no CE provider status with any Canadian or other non-U.S. licensing/certification boards. It is your responsibility to check the regulations of your licensing/certification board to determine CE requirements for training activities.
- Learning objectives are on the FAQ page at [www.IFS-Institute.com](http://www.IFS-Institute.com).
- If you have questions regarding continuing education credit, please contact The Institute for Continuing Education (ICE): [800-557-1950](tel:800-557-1950). Email: [instconted@aol.com](mailto:instconted@aol.com).
- Instruction Methodology: May include didactic, lecture, audio-visuals, demonstrations, experiential exercises, case examples, small and large group discussions.

**Psychology:** The Institute for Continuing Education is approved by the American Psychological Association to sponsor continuing education for psychologists. The Institute for Continuing Education maintains responsibility for this program and its content. **New York:** The Institute for Continuing Education is recognized by the New York State Education Department's State Board for Psychology as an approved provider of continuing education for licensed psychologists #PSY-0043.

**Counseling:** For counselors seeking CE credit, The Institute for Continuing Education will submit a co-sponsorship application to NBCC for this program. **New York:** The Institute for Continuing Education is recognized by the New York State Education Department's State Board for Mental Health Practitioners as an approved provider of continuing education for licensed mental health counselors. Provider MHC-0016.

**Social Work:** This program has been approved for 80.00 social work continuing education hours for re-licensure, in accordance with 258 CMR, NASW-MA Chapter CE Approving Program. Authorizations: D-81718-1 / D-81718-2 / D-81718-3. **New York:** The Institute for Continuing Education is recognized by the New York State Education Department's State Board for Social Work as an approved provider of continuing education for licensed social workers, Provider SW-0025. **New Jersey:** This program has not been submitted for pre-approval to the New Jersey Board Social Work Board. **Ohio Board Counseling/ Social Work:** Ohio Board of Counseling and Social Work Board, Provider RCS 030001.

**Marriage/Family Therapy:** The Institute for Continuing Education is recognized as a provider of continuing education in marriage-family therapy by New York State Education Department's State Board for MFT, Provider MFT-0012. **California:** The Institute for Continuing Education, Provider 56590, is approved by the California Association of Marriage and Family Therapists to sponsor continuing education for LMFTs, LCSWs, LPCCs. The Institute for Continuing Education maintains responsibility for this program and its content. This Course meets the qualifications for a total of 80.00 hours of continuing education credit for LMFTs, LCSWs, LPCC, as required by the California Board of Behavioral Sciences. **Ohio Board MFT:** Provider RTX 100501.

## **Required Pre-Training Reading and Other Materials**

- 1. Reading Materials:** All books listed below are available at IFS Institute's website store ([www.IFS-Institute.com](http://www.IFS-Institute.com)). Bundle pricing may be available. If you need assistance with the Store, please call 708.383.2659 or email [Sandy@IFS-Institute.com](mailto:Sandy@IFS-Institute.com).

### **Required reading before the training begins:**

Schwartz, RC and Martha Sweezy (2019). Internal Family Systems Therapy (2nd edition).

Goulding, RA, and Schwartz, RC (2002). The Mosaic Mind: Empowering the Tormented Selves of Child Abuse Survivors, Oak Park IL: Trailheads Publications, The Center for Self Leadership, ISBN 0-9721480-1-9.

### **Suggested reading before the training begins:**

Schwartz, RC (2001), Introduction to the Internal Family Systems Model, Oak Park IL: Trailheads Publications, The Center for Self Leadership, ISBN 0-97211480-0-0. **This book is required reading for those with no prior experience with the IFS model.** Class content is designed on the assumption that the reading is completed.

### **Other suggested reading:**

Anderson, Frank G., Sweezy, Martha, and Schwartz, Richard C. (2017). Internal Family Systems Skills Training Manual: Trauma-Informed Treatment for Anxiety, Depression, PTSD and Substance Abuse, Eau Claire, WI: PESI Publishing & Media, ISBN-10: 1683730879, ISBN-13: 978-1683730873.

- 2. Required Training Materials:** Everyone involved with the training should bring the following supplies to the training:

- a. Small box of crayons or sharpened colored pencils
- b. Several sheets of unlined paper
- c. Notebook (for things like journaling and taking notes)

**3. Additional Training Materials:** Each program's trainers may ask participants to purchase up to \$20 in additional training materials. If additional training materials are required, participants will be notified by the trainers as the starting date of the training approaches.

## **Financial Assistance**

**Payment plans:** Payment plans are listed below. If you have questions about the plans or billing, please contact IFS Institute Controller, Mary Mitrovich, at [Mary@IFS-Institute.com](mailto:Mary@IFS-Institute.com).

**Costs for the training may be tax-deductible:** Please consult with your tax advisor.

**Employers can be a good source of funding for continuing education.** Please check with your supervisor and/or human resources department.

**IFS Institute tuition scholarships:** Scholarship information, including deadlines and the application form, is available at [www.ifs-institute.com](http://www.ifs-institute.com) (Training tab).

**Repeater tuition:** Information regarding tuition if you are repeating a training is available at [www.ifs-institute.com](http://www.ifs-institute.com) -FAQ page.

## **Tuition and Fees**

**All amounts are in U.S. Dollars (USD).**

**Application Fee:** A \$15 non-refundable, non-transferrable application fee is charged when you apply for the training.

**Program Deposit:** The \$500 deposit is charged in full when you are accepted into the training, and this is required to hold your place in the training.

**Program Tuition:** \$3600 (\$500 of which is the program deposit)

**Payment Plans:** Plans for this training are listed below, and you can select your plan when you apply for the training. If you have questions about the plans, billing, or credit card matters, please contact IFS Institute Controller, Mary Mitrovich, [Mary@IFS-Institute.com](mailto:Mary@IFS-Institute.com).

Payment Plan 1: \$3100 (\$3600 Tuition - \$500 Deposit) charged on July 1, 2022. There is a \$20 fee for each late payment.

Payment Plan 2: Two (2) payments of \$1560 each on June 1 and July 1, 2022 (\$3600 Tuition – \$500 Deposit + \$20 Carrying Fee). There is a \$20 fee for each late payment.

## **Withdrawal:**

**Participants who wish to withdraw** from the training program must do so in writing (please email [Training@IFS-Institute.com](mailto:Training@IFS-Institute.com)). **Deposit:** The \$500 deposit is refundable if written notice of withdrawal is received by the IFS Institute office 45 or more days before the 1<sup>st</sup> day of the program. One-half (1/2) of the deposit is refundable if written notice of withdrawal is received by the IFS Institute office 44-21 days before the 1<sup>st</sup> day of the program. The full deposit is forfeited if written notice of withdrawal is received by the IFS Institute office 20 or fewer days before the 1<sup>st</sup> day of the program, or if withdrawal occurs after the program begins. **Tuition Balance:** The tuition balance (total tuition less deposit) is refundable if written notice of withdrawal is received by the IFS Institute office 21 or more days before the 1<sup>st</sup> day of the program. The tuition balance is forfeited if written notice of withdrawal is received by the IFS Institute office 20 or fewer days before the 1<sup>st</sup> day of the program, or if withdrawal occurs after the program begins. The application fee and payment plan carrying fee are non-refundable. IFS Institute reserves the right to postpone, cancel or otherwise change any training program schedule prior to its beginning. At no time is IFS Institute responsible for training students' travel, lodging, or incidental expenses.

**Admission/withdrawal:** Internal Family Systems Institute, Inc. reserves the right to deny acceptance to any training program applicant and to withdraw a training participant from all or part of a training program at any time if IFS Institute determines a participant's behavior could damage the quality of a training program. IFS Institute, in its sole discretion, may terminate a participant's participation at any time and, in such event, will refund tuition paid to IFS Institute for portions of the training the participant will not attend as a result of their termination. If IFS Institute terminates a participant's participation, the participant is not eligible for a Certificate of Completion from IFS Institute.

## **Substance Use at Trainings**

IFS Institute understands that many people have had positive therapeutic experiences with psychedelics, however, due to health and safety concerns for all of our participants, please refrain from taking psychedelics or other consciousness-altering substances during IFS Institute's trainings.

## **Diversity, Equity, and Inclusion**

Please review IFS Institute's Diversity, Equity, and Inclusion statement at [www.IFS-Institute.com](http://www.IFS-Institute.com) – About Us tab.

## **Code of Conduct**

Please review IFS Institute's Code of Conduct at [www.IFS-Institute.com](http://www.IFS-Institute.com) – FAQ page, or on your copy of your program application.

## **ADA**

If you have special needs, please contact [Training@ifs-institute.com](mailto:Training@ifs-institute.com) when you are accepted into this training

## **IFS Institute Contact Information**

Please also see the "contact us" page at [www.IFS-Institute.com](http://www.IFS-Institute.com)

Billing, Receipts, Credit Card matters: [Mary@IFS-Institute.com](mailto:Mary@IFS-Institute.com)



International Trainings (Level 1, 2, 3): [Ashley@IFS-Institute.com](mailto:Ashley@IFS-Institute.com)

North American Trainings (Level 1, 2, 3): [Maryanne@IFS-Institute.com](mailto:Maryanne@IFS-Institute.com)

Webinars – IFS Circle/Continuity: [Help@IFS-Institutue.com](mailto:Help@IFS-Institutue.com)

IFS Certification: [Certification@IFS-Institute.com](mailto:Certification@IFS-Institute.com)

IFS Store, Workshops, Therapist/Practitioner Directory, everything else IFS: [Sandy@IFS-Institute.com](mailto:Sandy@IFS-Institute.com)

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