

# Professional Specialty Certificate Program for Spiritual Care Managers



www.CAPSTONEUniversity.org

## The Professional Lead Chaplain

### The School of Professional Specialty Certificate Programs

The **CAPSTONE Professional Specialty Certificate Program for Spiritual Care Managers** is tailored for Lead Chaplains who aim to elevate their career to managing a Chaplain Department. This program consolidates essential elements to equip aspiring Chaplain Managers with comprehensive knowledge and skills in various critical domains: understanding the structure and function of a Chaplaincy Department; strategies for building and sustaining a successful chaplain department; ensuring seamless delivery and continuity of spiritual care services; implementing quality improvement practices tailored to the spiritual care context; providing support for the interdisciplinary team; adhering to HIPAA compliance; and safeguarding sensitive information appropriately. By integrating these key components, the program prepares participants to lead with confidence, ensuring their departments offer high-quality, compliant, and effective spiritual care that aligns with the broader healthcare objectives and meets the diverse needs of patients and staff alike.

## SPIRITUAL CARE MANAGER | 4 Credits

4 Required Courses | 0 Electives | 0 Units of CPE | 1 Final Paper

### COST

Course #	Requirements	Credits	Price
	<b>FEES</b>		
	CAPSTONE Application		\$75
	CAPSTONE Enrollment		\$75
	<b>1 REQUIRED</b>		
<b>SCC218</b>	Chaplaincy Department: Building & Maintaining	1C x \$150 =	\$150
	<b>3 REQUIRED – Pick 3</b>		
<b>SCC219</b>	Delivery & Continuity of Care	1C x \$150 =	\$150
<b>SCC220</b>	Continuous Quality Improvement	1C x \$150 =	\$150
<b>SCC222</b>	Supporting the Interdisciplinary Team	1C x \$150 =	\$150
<b>SCC223</b>	HIPAA Compliance	1C x \$150 =	\$150
	<b>TOTAL</b>	<b>4 C</b>	<b>\$750</b>





## The Professional Lead Chaplain

### COURSE DESCRIPTIONS

**1 Required**

**SCC218**      **Chaplaincy Department: Building and Maintaining**      **1 credit**

*(No prerequisite required)*

**Description:** The candidate will have 4 weeks of self-guided course work to complete this online course. The building a Chaplaincy Department course will address the components of developing and managing a high-quality department, based on the latest research data and proven best practices. Through a step-by-step process, the course will provide the candidate with resources and samples of the details to be addressed, including planning and implementation.

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**3 Required Pick 3 of Next 4**

**SCC219**      **Delivery and Continuity of Care for Chaplaincy and  
Spiritual Care**      **1 credit**

*(No prerequisite required)*

**Description:** This course will guide the candidate through an overview of health care delivery and continuity of care with information, activities, and resources to increase understanding of the United States health care system. It will also encourage the learner to consider how chaplaincy and spiritual care is, is not, or can be delivered and continued throughout a person's experience and health care journey. Candidates will be provided with opportunities to articulate their new knowledge and consider practical ways to integrate it into their scope of practice, provision of care, best practices and protocols. The candidate will receive in the mail a printed Study Guide for this course.

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**Pick 3**

**SCC220**      **Continuous Quality Improvement Within Health Care:  
What We Do Matters**      **1 credit**

*(No prerequisite required)*

**Description:** The candidate will have 4 weeks of self-guided course work to complete this online course. This course is designed to enable learners to be a full participant in CQI processes and to establish and sustain a CQI program for a chaplaincy or spiritual care service using Lean and Six Sigma. Participants will learn the basic language in order to recognize CQI's underlying assumptions, language, and processes. The module will teach assumptions and language that is pretty much universal to all CQI systems and the language particular to Lean Six Sigma which is the most widely used system. Participant will learn how to set up and run simple Lean or Six Sigma Projects and be able to avoid the most common mistakes in this process. Examples of hospital practice will be provided.



## The Professional Lead Chaplain

### COURSE DESCRIPTIONS - CONTINUED

**Pick 3**

**SCC222 Supporting the Interdisciplinary Team: When Care is Tough 1 credit**

*(No prerequisite required)*

**Description:** Chaplains and other spiritual care providers are often called upon to provide emotional and spiritual support to members of the interdisciplinary team, especially in times of crisis and stress. This course will provide information, practices, and resources on topics including compassion fatigue, vicarious trauma, burnout, one-on-one and small group work, and the appropriate use of ritual.

**Pick 3**

**SCC223 HIPAA Compliance: What to do with Information 1 credit**

*(No prerequisite required)*

**Description:** In 1996, the United States Congress passed The Health Insurance Portability & Accountability Act (HIPAA). It is one of the most asked-about and misunderstood issues in health care. The course, What to do with Information: HIPAA Compliance, gives a history of HIPAA, and focuses on its implications of HIPAA for the health care industry, health care chaplains and spiritual care providers, and patients.

## Professional Specialty Certificate Programs

### Professional Specialty Certificates for Spiritual Care Professionals

Professional Specialty Certificate in	Alcohol & Recovery Chaplaincy	(4 credits)	(\$750)
Professional Specialty Certificate in	First Responder Chaplaincy	(4 credits)	(\$750)
Professional Specialty Certificate in	Geriatric and Elder Care	(4 credits)	(\$750)
Professional Specialty Certificate in	Hospice Chaplaincy	(4 credits)	(\$750)
Professional Specialty Certificate in	Managing the		
	Spiritual Care Department	(4 credits)	(\$750)
Professional Specialty Certificate in	Palliative Care Chaplaincy	(4 credits)	(\$750)
Professional Specialty Certificate in	Pediatric Chaplaincy	(4 credits)	(\$750)
Professional Specialty Certificate in	Spiritual Care Nursing	(4 credits)	(\$750)
Professional Specialty Certificate in	Spiritual Care Chaplaincy	(4 credits)	(\$750)
Professional Specialty Certificate in	Spiritually Informed Social Work	(4 credits)	(\$750)
Professional Specialty Certificate in	Trauma Informed Chaplaincy	(4 credits)	(\$750)





## The Professional Trauma Informed Chaplain

### FIND MORE INFORMATION

For additional questions please contact our office at (253)442-6850 or email us at [info@CAPSTONEuniversity.org](mailto:info@CAPSTONEuniversity.org)

#### CAPSTONE FAST FACT – Degrees. Units. Programs

**CAPSTONE University** provides education for professional learners at every level:

**Doctoral Degrees:** Five doctoral degrees designed for the working professional wanting to capitalize on their helping skill-set.

**Master Degrees:** Five masters degrees designed for the student wanting to focus their learning in a specific helping field.

**Executive Diploma Programs:** Fourteen executive diplomas furthering the education of experienced professionals that aim to polish and refine their skill-set in the helping industries.

**Professional Specialty Certificate Programs:** Eleven online certificate programs to help you become a specialist in an essential specific area within the professional helping industry.

**Clinical Pastoral Education Units:** Provided by the **Graduate Academy of CPE Supervision**.

**CPE Supervisor Education Fellow Units:** Developing future CPE Supervisors / Educators

## Executive Diploma Programs

### Executive Diplomas for Spiritual Care Professionals

Executive Diploma in	Adult Education and Learning	(12 credits)	(\$2,300)
Executive Diploma in	Spiritual Coaching	(12 credits)	(\$2,300)
Executive Diploma in	Spiritually Integrated Psychotherapy	(12 credits)	(\$2,300)
Executive Diploma in	Hospice & Palliative Care Chaplaincy	(12 credits)	(\$2,300)
Executive Diploma in	Military Chaplaincy	(12 credits)	(\$2,300)
Executive Diploma in	Pediatric Chaplaincy	(12 credits)	(\$2,300)
Executive Diploma in	Spiritual Care Nursing	(12 credits)	(\$2,300)
Executive Diploma in	Psychospiritual Transformational Change:		
	The Satir Model	(12 credits)	(\$2,300)
Executive Diploma in	Spiritual Care	(12 credits)	(\$2,300)
Executive Diploma in	Clinical Pastoral Education:		
	Supervisor Education Fellow	(12 credits)	(\$2,300)
Executive Diploma in	Spiritually Informed:		
	Social Work Practice	(12 credits)	(\$2,300)
Executive Diploma in	Thanatology: The Study of Death	(12 credits)	(\$2,300)
Executive Diploma in	Health Care Ethicist Chaplaincy	(12 credits)	(\$2,300)
Executive Diploma in	Worship Leadership	(12 credits)	(\$2,300)

