

Dear Ministry Colleague,

My name is Rev. Yhanco Monet. I am the ACPE Certified Educator and Manager for Pastoral Education & Spiritual Care at Bon Secours St. Mary's Hospital in Richmond, VA. I am contacting you to let you know about our 2022-2023 CPE program.

I attached to this email a CPE letter, flyer, and our CPE application form with detailed information about the various educational opportunities that we plan to offer this coming year. Please, feel free to share it with your students and/or anyone who might benefit from pursuing CPE in Richmond, VA.

I am aware that there are plenty of CPE programs out there which is why I would like to take a moment and highlight some of the unique components of our ACPE Accredited Center which make us somewhat different from others:

- We take pride on being a non-for-profit / faith-based health care organization which serves a diverse patient population in Richmond, VA.
- We provide students with the opportunity to gain health care experience and to serve patients in various clinical specialties which include but are not limited to: Pediatric and Adult Emergency Room, Palliative Care, Oncology, Hospice, Woman Services, Pediatric Services, Behavioral Health, Pediatric and Adult ICUs, and Heart services/ICUs, among other acute care nursing and medical specialties.
- Currently, we offer stipends for all our CPE programs. There are teammate benefits for those who pursue CPE while serving as PRN chaplains within Bon Secours Richmond, VA.
- Our CPE tuition fee is one of the most affordable in the Richmond market.
- Our CPE residency program will provide 4 units of CPE. It will be tuition free, and residents will receive a market competitive stipend in addition to all the regular hospital employee benefits.
- Our Hybrid CPE Summer Internship mixes online and in-person learning modalities. Starting in June 2023, CPE students will serve at the hospital only 3 days a week (Tues, Wed, Thurs) for educational activities and to visit with patients. Also, students will participate on 2 weekend on-call rotations per month.
- On duty responsibilities will be shared with staff chaplains, PRN chaplains and other CPE students.
- We provide clinical placement agreements that could reduce CPE student's commute time and gas expenses. Our healthcare organization has acute care settings in the Northside, Southside, Henrico, and Richmond downtown.
- CPE preceptors are Board Certified Chaplains.
- Our CPE students will benefit from clinical rotations so they can learn about different medical specialties.

Please, be aware that I am interested in exploring the possibility of developing a partnership with you and your educational institution. I would like to better understand your students' needs, and to contribute to their personal, professional, and spiritual formation. Feel free to let me know if you have any questions or concerns. I will be looking forward to hearing back from you and to continue working with you.

Peace and blessings,

Rev. Yhanco Monet, D. Min, BCC
ACPE Certified Educator
Manager **Clinical Pastoral Education** & Spiritual Care
(804) 287-7423
yhanco_monet@bshsi.org
St. Mary's Hospital, Richmond, VA



ST. MARY'S
HOSPITAL,
RICHMOND, VA



2022-2023

OUR CPE PROGRAMAS:

2022 FALL CPE UNIT

Part Time
1 Unit (Nov 2022 – Mar 2023)
Stipend might be available



HYBRID SUMMER CPE PROGRAM

Summer Fulltime
1 Unit (May 2023 – Aug 2023)
Stipend might be available



CPE RESIDENCY PROGRAM

4 Units (Coming soon)
Stipend and other fulltime
employee benefits will be
available.



**CLINICAL
PASTORAL
EDUCATION**



**YHANCO MONET
CPE MANAGER**

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<https://www.bonsecours.com/jobs-education/graduate-medical-education/clinical-pastoral-education-program-at-st-marys-hospital/how-to-apply>

ACPE

The Standard for Spiritual Care & Education

Please respond to each of the following items. Your typed responses on separate pages would be appreciated.

1. Please complete the attached form and mail to the Center to which you are applying. Read instructions carefully before submitting. International applicants have additional requirements and deadlines. You may want to make a copy of a blank form before entering any data.
2. A reasonably full account of your life. Include, for example, significant and important persons and events, especially as they have impacted, or continue to impact, your personal growth and development. Describe your family of origin, current family relationships, and important and supportive social relationships (**2½ - 5 pages long, single spaced document, Times New Roman, font size 12**).
3. A description of your spiritual growth and development. Include, for example, the faith heritage into which you were born and describe and explain any subsequent, personal conversions, your call to ministry, religious experiences, and significant persons and events that have impacted, or continue to impact, your spiritual growth and development (**2½ - 5 pages long, single spaced document, Times New Roman, font size 12**).
4. A description of your work (vocational) history. Include a chronological list of jobs/positions/dates of employment and a brief statement about your current employment and work relationships.
5. An account of a "helping incident" in which you were the person who provided the help. Include the nature and extent of the request, your assessment of the issue(s), problem(s), situation(s). Describe how you came to be involved and what you did. Give a brief, evaluative commentary on what you did and how you believe you were able to help. *If you have had prior and **recent** CPE, please attach a copy of a **recent** verbatim as your 'helping incident' and add to the verbatim your own notes on how and what you learned from sharing this verbatim with your supervisor and/or peers. If you have had CPE, but it was more than two years ago, include a recent account of a helping incident, written up in a verbatim format. If possible, include feedback from current pastoral colleagues and/or administrative supervisor.*
6. Your impressions of Clinical Pastoral Education. Indicate, for example, what you believe or imagine CPE to be. Indicate if CPE is being required of you. Indicate any learning goals or issues of which you are aware and would like to address in CPE. Finally, indicate how CPE may be able to help you meet needs generated by your spiritual care practice or call to ministry. *If you have had prior CPE, please indicate the most significant learning experience you had during CPE. State how you have continued to use the clinical method since your previous experience. Indicate strengths and weaknesses that you have as they relate to your ministry and your identity as a professional person. Indicate any personal and/or professional learning goals and issues that you have at this time and how you believe that CPE will help you to attain or address these learning goals and issues*
7. You are required to complete an admissions interview with an ACPE Certified Educator, or a person approved by the center to which you are applying. Contact the center to check on their policy regarding admission interviews.
8. There is a \$50.00 non-refundable CPE application fee. Please, submit a personal check or money order to the address below. Make it payable to St. Mary's Hospital – Richmond, VA. Also, you may pay online here:
<https://paymentsafe.experianhealth.com/members/financial/ecashiering/Hosting/MercyProBilling/default.aspx>
9. If you are an international applicant, you will have to obtain appropriate documentation from U.S. Immigration, which usually implies a visa and a US Social Security Number. Therefore, international applicants should have such documentation approved at least six (6) months prior to the start of the program to which they are applying. If offered employment, can you submit verification of your legal right to work in the U.S.? Yes No
10. An applicant with prior CPE should attach all previous self and supervisory evaluations and your signature below indicates you give permission for your previous CPE centers to release your evaluations for purposes of this application process.
11. Retain your own copy of this completed application and bring it with you to any interview for CPE.
12. Please attach a current resume.

I certify that all information in this application is factually true, complete, and honestly presented. I understand that I may be subject to disciplinary action, including admission revocation or program expulsion, should the information I've certified be false. I hereby give permission to the ACPE center to which I am applying to access my CPE evaluations and contact previous supervisory personnel about matters pertaining to this current application, and I consent for those contacted to provide the information sought. I verify that if sending in this application electronically it constitutes my electronic signature.

Signature: _____ **Date:** _____

Return by mail to: Spiritual Care Office - Manager Pastoral Education & Spiritual Care
Bon Secours St. Mary's Hospital
5801 Bremo Rd. Suite 162
Richmond, VA, 23226 (Use this mailing address)
or by email (Preferred) to: yhanco_monet@bshsi.org Phone (804) 287-7423

Application for Clinical Pastoral Education

Print or type responses and mail completed application to the Center or Cluster to which you are applying.

Applying for: Fall/Winter/Spring _____ Summer _____ 12-month residency* _____

Preferred program/site: _____ Earliest date you can begin: _____

*Please note that residency programs usually require an in-person interview in their admissions process.

Directory Information

Name: _____ U.S. Citizen: Yes No

Mailing address: _____ City: _____ ST: _____

Country & ZIP: _____ Email: _____

Day Tel.: _____ Alt Tel.: _____ Fax: _____

Permanent address: _____ City: _____ ST: _____

ZIP: _____ Country: _____ Alt Email: _____

Faith Group/Affiliation: _____

Denomination or Endorsing Body (if applicable): _____

Name of Local Faith Community: _____

Ordained/Licensed/Appointed: _____ Date: _____

College: Degree/Date: _____

Grad Schl: Degree(s)/Date(s): _____

Prior CPE Dates:	Center	Educator
_____	_____	_____
_____	_____	_____
_____	_____	_____

Academic Reference

(Name/Title): _____

Ph: _____ Address: _____

City: _____ ST: _____ ZIP: _____ Email: _____

Faith Group Reference (name/title): _____

Ph: _____ Address: _____

City: _____ ST: _____ ZIP: _____ Email: _____

Personal Reference (name/relationship): _____

Ph: _____ Address: _____

City: _____ ST: _____ ZIP: _____ Email: _____

Admissions Interviewer: _____

Address: _____

Interviewer's Ph: _____ Email: _____

Signature of applicant: _____ **Date:** _____