SECTION I
ADMINISTRATION
HISTORY
AND
ORGANIZATION

THIS HANDBOOK CONTAINS EDUCATIONAL INFORMATION CONCERNING THE
ACPE PROGRAM AT THIS CENTER. IT IS PROVIDED TO ACCEPTED STUDENTS
AND CAN BE USED TO HELP OTHERS UNDERSTAND THE ACPE LEARNING
STYLE USED AT THIS CENTER. THIS HANDBOOK IS NOT A CONTRACT
Providence Hospitals (PH, PHNE)
A Component of the Sisters of Charity Health System (SCHS)

Sisters of Charity Health System (SCHS)
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FOR LEVEL I, LEVEL II, AND SUPERVISORY CPE
Standard 306 and 301.1 - Administration - Structure of the Center

The CPE program at Sisters of Charity Providence Hospitals exists as a part of the Sisters of Charity Health System (SCHS). This system consists of four educational components. Three are in Ohio: the Sisters of Charity, St. Vincent Charity Medical Center, St. John Medical Center, and one in South Carolina: Sisters of Charity Providence Hospitals. The Sister of Charity Health System hospitals serve as components in the placement of students and financial support of the CPE Program. This program of education is congruent with the mission and focus of the Sisters of Charity as together we reach out to the greater community. In this regard, the CPE program is under the Vice President of Mission and Ministry, Sr. Rosemarie Carfagna, OSU. Sr. Rosemarie and Rev. Dr. Robert McGeeney plan the budget and oversee the long-term viability of the CPE program within the system. The SCHS CPE educational program is anchored and administered from St. Vincent Charity Medical Center in Cleveland, Ohio. The South Carolina component is Sisters of Charity Providence Hospitals, where Joan Bumpus is the Vice President of Mission and Ministry and Rev. Roger Rich, M. Div., serves as the Director of Pastoral Care. A statement (found on page 6) by the Vice CEO of the SCHS specifies the commitment to the students and program. (Standards 302.1, 302.2 and 302.3)

The CPE program began at Saint Luke’s in 1984 and served that hospital until 1996. Since the development of the partnership in 1996, it has been the desire of the administration that the CPE Residents, Interns and Supervisors-in-Training serve at both hospitals, as well as a number of placement sites. The Rev. Dr. Robert McGeeney, D.Min, ACPE Supervisor, came to St. Vincent Charity Hospital in September of 2001 to direct the training program. (Standards 303.1; 303.4 and 308.3) In 2005, a satellite center was added at Walsh University which became the Mercy Medical Center in maintains a relationship with Walsh University. The fourth component was established in September 2008 in Columbia, South Carolina, where Sr. Mary Rae Waller, ACPE Supervisor, provides supervision and program development for this new component.

The system arrangement meets several direct needs. First, it brings greater pastoral services to each of the participating institutions. Second, it provides a wider range of clinical opportunities for the CPE students. Third, it mirrors the functioning of other departments in the system, which administratively serves the participating health care organizations and parishes in the area.

The CPE Professional Advisory Group (PAG) advises the ACPE Supervisor and the members of the Supervisory faculty to include Associate Supervisors, Supervisory Candidates and Supervisors-In-Training. The PAG is made up of representatives from many of the hospitals served, community members and representatives of various groups served by the ACPE program at this center. They are committed to the development of a strong ACPE program across the system. To that end, each of the member components has committed its support to the maintenance and enhancement of the program. (Standard 305; 305.1 and 305.2)
308.6.4 - Philosophy and Values

Providence Hospitals and CPE mission statements all articulate values of 1) respect, 2) compassion, 3) collaboration, 4) courage, and 5) justice. The CPE program contributes to growth in the living out of all of these values.

**Respect** that values dignity and sacredness of the life from conception to death.

**Compassion** that comes from the heart, is expressed in concern, empathy and support, and leads us to respond to persons experiencing need, pain, suffering and loss.

**Collaboration** that fosters the sharing of gifts and talents, encourages interaction, empowers others for service and facilitates networking with individuals and organizations.

**Courage** that identifies need, explores options with integrity, makes difficult decisions wisely and takes risks in responding creatively to human needs.

**Justice** that develops right relationships, seeks the common good, addresses needs of the poor and vulnerable, and acts as responsible stewards of all resources.
305 - Administration – Professional Advisory Group (PAG)

The members of the Professional Advisory Group (PAG) represent the entities of the hospital as well as the community and other institutions. They each have an investment in meeting the pastoral needs of the institutions, as well as in the continuation of the CPE program. They represent a variety of disciplines and include both men and women.

The members of the Providence Hospitals Professional Advisory Group are

- Rev. Robert McGeeney, Sisters of Charity Health System
- Sr. Mary Rae Waller, OP, Providence Hospital
- Rev. Roger Rich, Providence Hospital
- Rev. Yu-Fong Chong, Chair, Chaplain, Agape Center
- Dr. Charlie Devlin, Cardiology, South Carolina Heart Center
- Debby Greenlaw, ACNPC, PH Hospitalist Team

In its formal role, the committee meets with the students near the beginning and at the end of their training to assess the students’ experience. In a less formal way, the members of the committee serve as resources for the CPE program. They are available for consultation with the students during their year as issues arise. Some also serve as staff-contact persons on the students’ clinical assignments.

The committee reviews the Student Handbook each year both in terms of the curriculum elements and the policy revisions. They receive the post-unit evaluations of the students. (Standards 305.1 and 305.2)

The Chair of Providence Hospitals PAG is designated as the representative to the Sisters of Charity Health System PAG on behalf of the PH Component of SCHS. He/she will participate in meetings as indicated utilizing teleconferences, telephone, email to discuss issues and concerns raised at the local and at the system levels.
Memorandum

TO: Rev. Dr. Robert McGeeney, ACPE System Supervisor
FROM: Sr. Judith Ann Karam, CSA
RE: CPE Program – Statement of Support
DATE: September 16, 2008

The Sisters of Charity Health System is enthusiastic about the CPE program in our health system. We support the program and its effort to provide training in spiritual care and in meeting the spiritual needs of our patients and staff.

We are committed to the CPE students and their endeavors to learn about and enhance their pastoral skills in our hospitals. We expect that, by meeting with our patients and their families in the difficult circumstances of serious illness and death, they will provide valuable care to comfort to those in need. We further expect that this program will provide them with an excellent opportunity to learn fundamental and advanced skills of effective pastoral ministry.
301.1 - History of Sisters of Charity Providence Hospitals Pastoral Care Department

The Sisters of Charity of St. Augustine (CSA) founded Providence Hospital, located in downtown Columbia, in 1938. Sisters served as pastoral visitors during the first forty years. One of the last sister visitors serving during the time of transition was Sr. Mary Leo, CSA.

In 1980 a Pastoral Care Department was formally developed under the directorship of Sr. Shirley Levesque, OP. By 1983, the department had grown to include a director, four chaplains, a secretary, and an employee counselor. A chaplain was available 24 hours, seven days a week. At least the first five years, the full-time staff rotated coverage.

In 1987, Sr. Shirley left Providence Hospital and Rev. Roger Rich was promoted as the Director. By then local ministers served prn as night chaplains. These men and women were paid hourly to carry a beeper from home and required to respond for emergency situations within one half hour. This provided cultural and denominational diversity for a strong and compassionate pastoral care department. Roger continues to serve as director and pastoral leader in fulfilling the mission of Providence Hospitals.

The brief period initiated in 1997 by the collaborative effort of Columbia/HCA Healthcare Corp. /CSA had little impact on the quality of pastoral care or the structure of the department. Providence Northeast was built during this time, and a chaplain was assigned full time to provide a pastoral presence, while maintaining the unity of one pastoral care department.

Currently the department serves the spiritual needs of Providence Downtown and Providence Northeast. Staff includes the director, five chaplains (all based Downtown, rotate out to Northeast), eight pastoral lay volunteers. An Extended CPE program was added in 2008 when a full time chaplain/ACPE Supervisor was brought on staff, bringing the possibility of offering clinical pastoral education as a part of ministry outreach to the community.

The structure of the SCHS PH Component depends on collaboration and accountability. The PH CPE accountability structure is as follows:

1. The PH Supervisor or Associate Supervisor is accountability to the SCHS CPE System Supervisor for all aspects of the CPE program. To accomplish this, the Supervisory team meets together twice each year in person and twice yearly using telephone conferences. Regular phone and email contact is maintained between the supervisory staff. All expenses related to SER and ACPE fees are managed by SVCMC for the SCHS CPE program.

2. The PH Supervisor coordinates with the Directors of Pastoral Care and Vice-President of Mission & Ministry at PH on matters related to student place, program enhancements, funding for the CPE program.
The Sisters of Charity of St. Augustine are committed to a strong pastoral care presence in each component of the Sisters of Charity Health System. Pastoral Care is viewed as an essential function within the hospitals of the SCHS. In this light, the CPE program has a strong foundation in the present and for the future.
I. ADMINISTRATION, HISTORY AND ORGANIZATION

ORGANIZATIONAL CHART
Sisters of Charity health System CPE Program

Sisters of Charity Health System
President and CEO
Sr. Judith Ann Karam, CSA

Sisters of Charity Health System
Vice President of Mission and Ministry
Sr. Rosemarie Carfagna, OSU

Sisters of Charity Health System
ACPE System Supervisor
Rev. Dr. Robert McGeeney, D.Min.
ACPE Supervisor

Component Professional Advisory Group

Component | Supervisory Faculty | Placement Site

Sisters of Charity Providence Hospital
Joan Bumpus
VP of Mission & Ministry

Sisters of Charity Providence Hospital
Sr. Mary Rae Waller, OP
ACPE Supervisor

Sisters of Charity Providence Hospital
Rev. Roger Rich
Director of Pastoral Care
ACPE System

Component

Financial & Administrative Records

Satellite

Placement Site

Sisters of Charity Health System

St. Vincent Charity Medical Center

St. John Medical Center

Providence Hospitals

MetroHealth Medical System

Mercy Medical Center

Regina