

# The Gottman Institute

## FINAL VIDEO SUBMISSION AND REVIEW CHECKLIST

When you submit your videos, please include all of the following:

Final Video Submission and Review Checklist

Four segments of edited videos, submitted through Box.com

Video submissions should include the following:

1. The Four Horsemen
2. Flooding
3. Dreams Within Conflict
4. Compromise

Please keep a copy of each video clip. Please clearly label each file uploaded to Box.com.

A brief paragraph giving the context for each video and/or couple

100 hours of Gottman Method Clinical Hours documentation, Gottman Treatment Plan, and Scoring Summary Sheet. There should be one set of these for each couple, listing all sessions on the 100 hours form. The 100 hours is cumulative between the couples.

The Certification Candidate Contact Information form

A copy of the signed Therapist Release Attestation. DO NOT include anything that reveals your clients' names.

Signed disclosure Statement for Certified Gottman Therapists

Clips are ready to be reviewed and clearly labeled. Each 15 minute segment should not be heavily spliced as the video reviewer must be able to see the timing and rapport.

Clips to do no use the couples name in the label or title.

**Upload all videos and documents to your Box.com folder. Email [training@gottman.com](mailto:training@gottman.com) once all of your items have been uploaded.**

Please email [training@gottman.com](mailto:training@gottman.com) if you have any questions. You will receive an email to let you know that all of your videos and documents were uploaded successfully, and that they have been submitted to the video reviewer. The review process may take 6-8 weeks from when we receive notice of your upload. You will receive feedback on your videos from your consultant.

## CERTIFICATION CANDIDATE CONTACT INFORMATION

Please complete this form with your most up-to-date contact information. This is the information we will use to contact you regarding your certification. Please use the full name and credentials as you want them to appear on your certificate once you are certified.

**Candidate's Name:**

Address: \_\_\_\_\_

City: \_\_\_\_\_

State/Prov: \_\_\_\_\_

Country: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Consultant: \_\_\_\_\_

**For office use only:**

Reviewer: \_\_\_\_\_

Date: \_\_\_\_\_

## PERMISSION FOR DIGITALLY RECORDING AND VIDEOTAPING THERAPY SESSIONS

Therapist's explanation:

As a primary tool in Gottman Method Couples Therapy, and in order to augment your therapy work, I use videotape feedback as part of therapy sessions. This means that I may ask to videotape you during specific dialogues or exercises, or during entire sessions. We will play back these tapes in sessions to help you see patterns of behavior between the two of you and to help you process conflicts. By viewing the videotapes in sessions, it allows us to "stop action" and process how you might approach a conflict in a more productive way. It also allows you to witness your progress as your relationship becomes more satisfying to both of you.

In addition to in-session use, I may wish to use the videotapes to receive consultation from Drs. John or Julie Gottman or an independently practicing clinician who has received training from The Gottman Institute, or to provide such training. This may occur during the time of treatment or thereafter for purposes of peer review, education, and quality assurance. During this process, your name will be kept confidential. In addition, all matters discussed in consultations will remain completely confidential within The Gottman Institute staff. The videotapes are not part of your clinical record and will be used for no other purposes without your written permission and they will be erased when they are no longer needed for these purposes.

These tapes are my property and will remain solely in my possession during the course of your therapy. Copies may be sent to The Gottman Institute for the purposes noted above. Should you wish to review these tapes for any reason, we will arrange a session to do so. These materials will remain in locked facilities at all times.

### Client's Agreement

I understand and accept the conditions of this statement and give my permission to have my therapy sessions videotaped or digitally recorded. I understand I may revoke this permission in writing at any time but until I do so it shall remain in full force and effect until the purposes stated above are completed.

Client Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Client Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Client Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **THERAPIST RELEASE ATTESTATION**

I hereby certify that all clients who appear on videotape or DVD have authorized the release of these taped sessions in writing, pursuant to the laws of the state or country in which I practice, for the purposes of peer review, education and consultation by therapists associated with The Gottman Institute. I certify that I have included in the release the particular usages provided by The Gottman Institute found in the "Permission for Digitally Recording and Videotaping Therapy Sessions" form.

Therapist Name:

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Therapist Signature:

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Date:

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Clinician:

Client ID#

Date:

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## 100 GOTTMAN METHOD CLINICAL HOURS – DOCUMENTATION

Number of Hours:

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Session Dates:

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### GOTTMAN INTERVENTIONS:

Love Maps

Aftermath of a Fight

Stress-Reducing Conversation

Gottman-Rapoport Exercise

“I Appreciate...” Adjective Checklist Gentle Start-Up

Internal Working Model

Repair Checklist

Dan Wile Intervention

Four Horsemen

Video Playback

Flooding

7-Week Guide for Creating Fondness & Admiration

Dreams Within Conflict

Rituals of Connection

Compromise

Meanings Interview

Accepting Influence

Meta Emotion Interview

Relationship “Poop Detector”

Other:

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By submitting this form, I affirm that the information herein is true and complete. I understand that any false statements, omissions, or other misrepresentations made by me on this form may result in my immediate dismissal from the Gottman Certification Track.

Name (printed):

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Signature:

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Date:

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# GOTTMAN TREATMENT PLAN

Areas of Strength:

Notable History:  
(abuse, trauma, affairs, family origin, relationship)



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Co-Morbidities:

*Presenting Problems:*

*Preliminary Treatment Goals:*

# INTERPRETATION GUIDELINES

	Area of Strength	Marginal*	Needs Improvement
<b>SRH +</b>	81 to 100%	61 to 80%	0 to 60%
<b>SRH -</b>	0 to 20%	21 to 40%	41 to 100%
<b>Trust</b>	51 to 100%		0 to 50%
Any trust item scored as Disagree or Strongly Disagree indicates need for further evaluation			
<b>Commitment</b>	51 to 100%		0 to 50%
Any commitment item scored as Disagree or Strongly Disagree indicates need for further evaluation			
<b>19 Areas</b>	0 to 20%	21 to 40%	41 to 100%

\*When marginal is scored, determine the need for intervention by closely evaluating other clinical data

Three "Detour" Scales	Area of Strength	Marginal*	Needs Improvement
<b>Chaos</b>	0 to 20%	21 to 40%	41 to 100%

	Not Emotion Dismissing	Emotion Dismissing
<b>Meta-Emotion</b>	0 to 20%	20% or more

	Midly Negativity / Positive Family History	Indicates need for further evaluation
<b>Traumatic Family History</b>	0 to 15%	15% or more

## **EAQ**

If on any scale an item is marked True, this indicates an area of concern.

## **CAGE-AID**

Score of 2/4 or greater indicates positive CAGE, need for further evaluation

## **B-MAST**

b-MAST Score	Degree of Problem Alcohol Involvement	Suggested Action
<b>0-3</b>	No problems reported	None at this time
<b>4</b>	Suggestive of alcoholism	Investigate further
<b>5 or more</b>	Indicates alcoholism	Full assessment

# GOTTMAN ASSESSMENT SCORING SUMMARY

Clinician: \_\_\_\_\_ Client ID#: \_\_\_\_\_ Date: \_\_\_\_\_

Partner 1: \_\_\_\_\_ Partner 2: \_\_\_\_\_

	Cut-off	P1	P2
<b>Locke-Wallace</b>	<85		
<b>Weiss Cerretto</b>	>4		

<b>Sound Relationship House</b>	P1	P2
+ Love Maps		
+ Fondness & Admiration		
+ Turning Towards or Away		
- Neg. Sentiment Override		
- Harsh Start-Up		
+ Accepting Influence		
+ Repair Attempts		
+ Compromise		
- Gridlock		
- Four Horsemen		
- Flooding		
- Emotional Disengagement		
+ Sex, Romance, & Passion		
+ Shared Meaning - Rituals		
+ Shared Meaning - Goals		
+ Shared Meaning - Roles		
+ Shared Meaning - Symbols		
Trust		
Commitment		

<b>SCL-90</b>		Clinical Cut-Off	P1	P2
Somatization	So	1.23		
Obsessive-Compulsive	OC	1.18		
Interpersonal Sensitivity	IS	0.96		
Depression	D	1.50		
Anxiety	A	1.24		
Anger-Hostility	AH	0.83		
Phobic-Anxiety	PA	0.69		
Paranoid Ideation	PI	1.32		
Psychoticism	Ps	0.76		
Q. 15 End Life				
Q. 63 Urges to Harm				
Q. 3 Unwanted Thoughts				

<b>Drug &amp; Alcohol Screening</b>	P1	P2
<b>CAGE AID</b>		
<b>b-MAST</b>		

<b>Three Detour Scales</b>	P1	P2
Chaos		
Meta-Emotion (Emotion Dismissing)		
Family History (Traumatic History)		

<b>Emotional Abuse (EAQ)</b>		P1	P2
Jealousy	1,3,4		
Social Isolation	2,5,6,10		
Social Control	7,8,9		
Gas Lighting	11		
Humiliation	12,13,14		
Sexual Coercion	15, 19-21		
Threat or Property Damage	16-18, 22-25		
Total Emotional Abuse Score			

	P1	P2
<b>Control</b>		
<b>Fear</b>		
<b>Suicide Potential</b>		
<b>Acts of Physical Aggression</b>		

<b>19 Areas Checklist</b>	P1	P2
Staying Emotionally Connected		
Handling Job & Other Stresses		
Handling Disagreement		
Romance & Passion		
Sex Life		
Important & Traumatic Events		
Parenting Issues		
In-laws or Relatives		
Jealousy / Attracted to Others		
Recent Affair		
Unpleasant Fights		
Basic Values & Goals		
Hard Life Events		
Work as a Team		
Power & Influence		
Finances		
Fun Together		
Building Community		
Spirituality		



# DISCLOSURE STATEMENT FOR CERTIFIED GOTTMAN THERAPISTS

## Introduction:

Congratulations! You have worked very hard, over a long period of time, to become a highly trained and skilled couples therapist. In the spirit of full transparency, we want to clearly spell out our policies and procedures for Certified Gottman Therapists in order to minimize misunderstandings and uphold the integrity of the Certified Gottman Therapist designation.

You will become certified when you meet the requirements below. This includes reading and signing this disclosure statement, fulfilling all training requirements and meeting all criteria of the "Terms & Conditions" section. If you are unable to meet all of the "Terms & Conditions" criteria, please provide The Gottman Institute with a written explanation for the criteria you do not meet.

You will be fully certified upon receipt of your official Gottman Certificate.

## Certified Gottman Therapist Training:

A Certified Gottman Therapist is an individual who has completed the certification program offered by The Gottman Institute. This program includes completion of the following steps of training:

1. Level 1 – Bridging the Couple Chasm – A two-day professional workshop led by Dr. John Gottman and Dr. Julie Schwartz Gottman or by a Certified Gottman Trainer, either in person, online, or via home study.
2. Level 2 – Assessment and Intervention and Co-Morbidities – A professional workshop led by Dr. John Gottman and Dr. Julie Schwartz Gottman or a Certified Gottman Trainer, either in person, online, or via home study.
3. Level 3 – Practicum Training – An advanced professional, in person workshop led by Dr. John Gottman and Dr. Julie Schwartz Gottman or by a Certified Gottman Trainer.
4. Treating Affairs and Trauma – A professional workshop led by Dr. John Gottman Dr. Julie Schwartz Gottman, either in person or online.
5. Couples and Addiction Recovery – A professional workshop led by Robert Navarra, PsyD, MFT, MAC, either in person or online.

Certification Track – Consultation: At least eight individual sessions, 10 hybrid sessions or 12 group sessions of consultation with a Certified Gottman Therapist Consultant.

Video Review: Submit and pass all required videos.

Legal & Ethical Practices: Fulfill and sign the "Terms & Conditions" for Certified Gottman Therapists.

## Certified Gottman Therapist Title:

When certified, you may refer to yourself as a "Certified Gottman Therapist," "Gottman Therapist," "Gottman Trained Therapist," "Gottman Method Therapist," or with a name of similar title. The preferred recognized title by The Gottman Institute is, "Certified Gottman Therapist."

## Terms and Conditions:

These Terms and Conditions are subject to change without notice at the discretion of The Gottman Institute. By signing this disclosure form, you are agreeing to the Terms and Conditions in its current format. Updates to these Terms and Conditions will be available via electronic media from time to time and are available upon request.

Please check the criteria that you meet below:

I have a Master's or doctoral degree in a mental health related field.

I am licensed or certified as a mental health professional in my field of study in the state, province, or country in which I practice.

I carry professional liability insurance with a minimum amount of coverage of 1M/3M.

I have not been convicted of a misdemeanor or felony.

I have never had any licensing board or professional ethics body require me to surrender my license or been found guilty of a violation of ethic code, professional misconduct, unprofessional conduct, incompetence or negligence in any state, province, or country.

I do not have any complaints, charges, or investigations pending against me by any licensing board or professional ethics body for violation of ethics codes, professional misconduct, unprofessional conduct, incompetence or negligence in any state, province, or country.

I have never had any insurance company or Lloyd's decline, cancel, refuse to renew or accept only on special terms any professional liability insurance.

I have never had any professional liability claim or suit against me.

I am not aware of any circumstances which may result in any professional liability claim or suit being made against me.

I am not engaged in any sexual misconduct with any of my current or former patients or any current or former patient's spouse or any person with a direct relationship to the patient or former patient.

I will notify The Gottman Institute in writing within 30 days if any of the above information or answers change.

I have added the following statement to the disclosure statement I give my clients:

*"While I have taken training in the Gottman Method of couples therapy and have become a Certified Gottman Therapist, I want you to know that I (or any agency, if applicable) am completely independent in providing you with clinical services and I alone am fully responsible for those services. The Gottman Institute or its agents have no responsibility for the services you receive."*

All information checked herein is accurate to the best of my knowledge under the penalty of perjury.

**If you cannot certify any of the above statements, please send a written explanation including a description of the circumstances and date to The Gottman Institute at [training@gottman.com](mailto:training@gottman.com).**

### **Decertification Process:**

The Gottman Institute reserves the right to revoke certification for the following reasons:

- If the clinician fails to maintain their license or certification to practice independently
- If the clinician fails to maintain professional liability insurance with a minimum amount of coverage of 1M/3M
- If a disciplinary Board finds against the clinician in any complaint (including non-Gottman Institute clients)
- If The Gottman Institute receives a serious complaint that the Institute credits as having merit
- If a judgment is made against a clinician in a court of law for any misdemeanor or felony
- If The Gottman Institute has reasonable evidence to believe that the clinician is abusing alcohol and/or other drugs
- If The Gottman Institute has reason to believe that the clinician's functioning is impaired by physical, emotional, mental or other reasons
- If The Gottman Institute has reasonable evidence to believe that the clinician has committed a breach of the American Psychological Association Ethical Principles and Code of Conduct
- If the clinician fails to fulfill agreed upon nancial commitments to The Gottman Institute
- If The Gottman Institute has reason to believe that a clinician has failed to exercise that degree of skill, care, and learning expected of a reasonably prudent provider of same specialty under the same or similar circumstances
- If The Gottman Institute has reason to believe that a clinician's public presentation is inconsistent with the mission, goals and/or ideals of The Gottman Institute or in any way damages our name and reputation
- If the clinician fails to meet the "Terms and Conditions" for Certified Gottman Therapists

### **Agreement and Signature**

By signing this document, I affirm that I have read and agree to the terms and condition outlined in this agreement. I understand that any false statements, omissions, or other misrepresentations made by me on this agreement may result in the immediate termination of my certification as a Gottman Therapists

Therapist Name:

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Therapist Signature:

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Date:

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**VIDEO REVIEWER FORM**  
**VIDEO TAPE REVIEW FOR CERTIFICATION**

***Evaluation and Tracking***

Candidate: \_\_\_\_\_

Consultant: \_\_\_\_\_

Reviewer: \_\_\_\_\_

	1st Submission Date:		2nd Submission Date:		3rd Submission Date:	
Four Horsemen						
Flooding						
Dreams within Conflict						
Compromise						

**Candidate is ready to be a Gottman Therapist:**                      **Yes**                      **No**

Final Comments:

Reviewer: \_\_\_\_\_ Date: \_\_\_\_\_

## GENERAL REQUIREMENTS FOR ALL INTERVENTIONS

Successful application of the Gottman Method requires more than meeting the specific criteria for each intervention because interventions occur in a broader therapeutic context. In addition to intervention specific requirements, the therapist:

- a. Reads and interprets clients' affect appropriately.
- b. Demonstrates respect, empathy and a trusting alliance with both partners.
- c. Avoids taking sides or obvious bias towards or identification with one partner or the other.
- d. Avoids comments, jokes, or attempts a humor and references that might make the couple uncomfortable or which misrepresent the Gottman Method with particular sensitivity to ethnic, racial, gender, sexual orientation and religious considerations.
- e. Avoids inappropriate touch with clients, including in humor.
- f. Chooses an intervention that is appropriate and well-timed that stems from the couple's interaction and the content of their discussion.
- g. Briefly explains the intervention in sensitive, clean language.
- h. Does not argue with the couple about doing the intervention.
- i. Shares relevant, accurate research findings.
- j. Does not guarantee success.
- k. Supports the couple, if needed, to facilitate their use of the intervention.
- l. Shows the couple's response to the intervention.
- m. Helps couple succeed in having a second conversation that is healthier than their first conversation.

### MISCELLANEOUS NOTES:

- a. The video of each intervention should be approximately 15 minutes long.
- b. Editing videos is not allowed unless specifically stated in the criteria for a particular intervention.
- c. If an intervention has been used with a couple before, you still need to provide an explanation of the intervention to demonstrate your ability to explain it accurately and clearly. You could say something like, "As you may recall...", then describe the intervention and facilitate them doing it again.

## FOUR HORSEMEN

PASS: YES      NO

Note: the requirement for this video is to show an effective clinical intervention when one of the four horsemen is used in a couple's dyadic process; it is not to show an educational explanation of all four horsemen.

The video may be less than 15 minutes. However, the video should show the context of couple's discussion by including a few minutes of their interaction prior to intervention.

The therapist:

- a. Stops the couple's interaction when one member exhibits one of the four horsemen.
- b. Intervenes with a short explanation of why the therapist has stopped them.
- c. Explains the antidote to the relevant horsemen clearly and accurately.
- d. Briefly shares relevant, accurate research findings when appropriate.
- e. Coaches the person with an alternative way to express him- or herself using an appropriate antidote.
- f. Re-directs the couple to resume their discussion. The video should show the couple's conversation for a few minutes after the intervention to demonstrate that the therapist continues to monitor for the four horsemen and intervenes if they re-emerge.

REVIEWER COMMENTS:

## FLOODING

PASS: YES      NO

The therapist:

- a. Identifies when one of both partners are physiologically flooded (and not just upset) and stops the dyadic interaction between the couples.
- b. Flooding must be identified by a pulse check. The heart rate may be identified by clients taking their own pulse or through the use of a pulse monitoring device. Their pulse rate must be above 100 (less if in excellent aerobic condition. For example, members of the U.S. Olympic rowing team became flooded with a pulse of 80).
- c. Provides a brief explanation of flooding in clean, sensitive language using only a few words. Remember that when one is flooded the ability to listen and retain information is limited.
- d. Intervenes by guiding on or both partners through a relaxation exercise before continuing. Whether both partners are included in the relaxation exercise is a judgement call but the flooded partner must not be negatively labeled. If only one partner participates in the relaxation exercise, support the non-flooded partner to remain quietly present while their partner is relaxing.
- e. Note: The relaxation exercise should be as long as necessary to effectively calm the client(s). Take care to spend adequate time for client to return to a non-flooded state. Relaxation techniques may include breathing, muscle tensing-relaxing, heaviness, warmth and/or imagery. If the relaxation exercise is lengthy, you may edit out the middle portion, but the video must show the first and last minutes of the relaxation exercise. The video should otherwise be unedited.
- f. Checks pulse after intervention. Therapist also checks with the couple to see if they feel calmer.
- g. Briefly shares relevant, accurate research findings.
- h. Supports couple to resume interaction that is appropriate. The conversation must be dyadic. Shows a few minutes of the couple's interaction with each other after the intervention to show that the process has effectively reduced flooding by the individual or couple's calm response to the relaxation technique.

REVIEWER COMMENTS:

## DREAM WITHIN CONFLICT

PASS: YES      NO

The therapist:

- a. Stops the couple's negative conflict interaction or refers to the context if it occurred in a prior session. It should be clear what the gridlocked issue is. The intervention arises from the context of the couple's current conflict and is not about their general hopes and dreams for their relationship.
- b. Explains the Dreams Within Conflict goals clearly including:
  - a. Finding the deeper meaning or dream within the specific gridlocked issue
  - b. Postponing persuasion or trying to solve the problem
  - c. Moving from Gridlock to Dialogue
- c. Explains the speaker-listener structure of the exercise and provides the Dream Catcher Questions handout page.
- d. Refers to the sample dream list to show clients examples of possible dreams within a gridlocked issue. Note: This list is provided to help the speaker articulate their dream if needed after the dream begins to emerge from answering the questions. It cannot be used to come up with a "dream to discuss" at the beginning of the exercise.
- e. Coaches one partner to ask the other partner questions from the handout to increase understanding of their partner's underlying dreams or deeper meaning imbedded in their specific gridlocked issue. The questions are designed to be asked in the written order. The video does not need to show both partners asking questions. Note: While the general rule is to guide one partner to ask the other partner the questions, there may be occasional, brief exceptions when it is appropriate for the therapist to ask a question to bring out some deeper meaning or relevant family/personal/trauma history related to the gridlocked issue.
- f. Helps the questioner to draw out the speaker (vs. getting into their own point of view) and create a climate of emotional safety for the speaker to express their dreams. The goal is to facilitate a conversation that enable the couple to understand the deep emotional and existential meaning of the issue.
- g. Effectively interrupts four horsemen present.

REVIEWER COMMENTS:



## COMPROMISE USING TWO OVALS

**PASS: YES      NO**

This intervention may be used for either a solvable or perpetual/gridlocked problem. The video may show the couple talking unproductively about their issue or the couple may have just completed understanding each other's point of view.

Then the therapist introduces this intervention to help them reach a compromise. For couples with a perpetual/gridlocked problem, the therapist explains that this intervention may help them reach a temporary compromise or a partial compromise on part of their larger issue, but the goal is not to reach an ultimate solution.

If the couple becomes gridlocked during this intervention, the appropriate action would be to move them to a Dreams Within Conflict intervention before proceeding further. This would not count towards the compromise intervention.

The therapist:

- a. Explains the compromise process, which is designed to help each person identify what they cannot give up as well as what they can be more flexible about.
- b. Gives compromise ovals handout to each partner. Note: Alternately, the therapist may have couples draw two circles on a blank sheet of paper for the first part of this intervention.
- c. Instructs each partner to identify and write out their areas of inflexibility and flexibility and then to share them with each other. Encourages couples to share both core need (inflexible area) and then flexible area. It is best to limit discussion about their positions until the "Getting to Yes" questions. Note for video submission: You may edit out the couple writing their areas of inflexibility/flexibility as long as the beginning and end of the writing portion is shown.
- d. Directs partners to ask each other the "Getting to Yes" questions on the compromise handout. The couple should engage in an open dialogue around these questions. A speaker-listener format should not be used for this conversation.
- e. Effectively interrupts four horsemen present.
- f. Note: The video does not need to show the couple reaching a compromise but it does need to include coaching couples to ask each other some of the "Getting to Yes" questions.

REVIEWER COMMENTS: