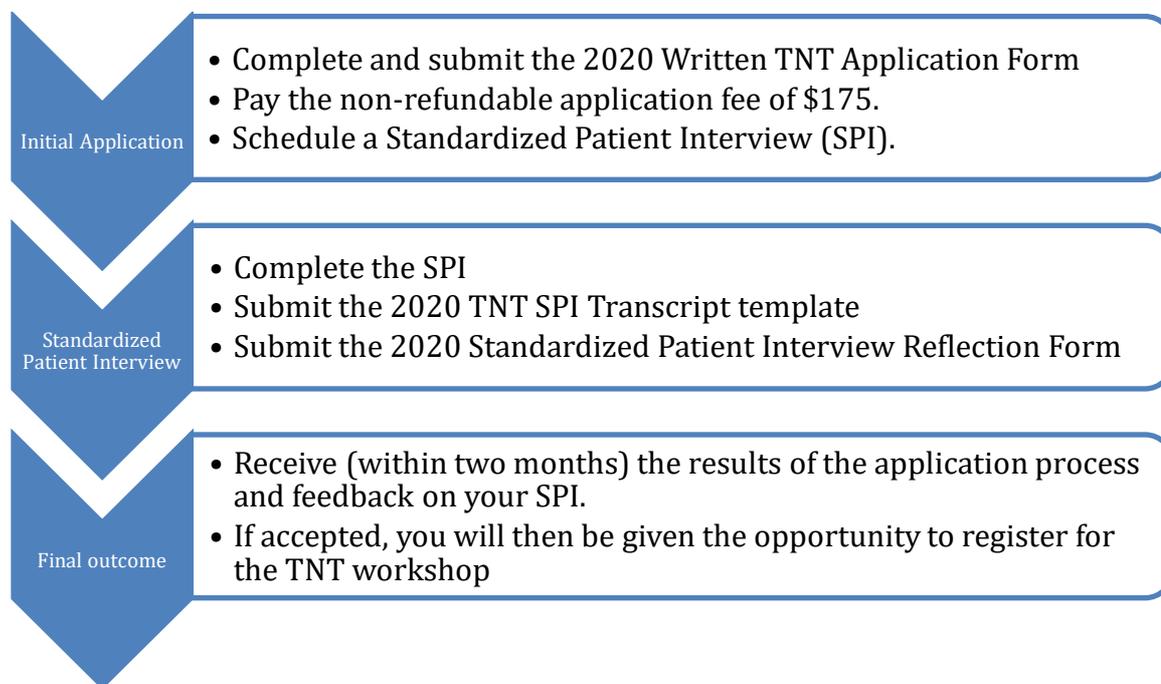


## **BRIEF DESCRIPTION OF THE APPLICATION PROCESS**

**The application submission will open at 8:00 AM PST, Monday, March 9, 2020.**

The application process consists of the following steps.



The 2020 Written TNT Application Form is available now at [motivationalinterviewing.org](https://motivationalinterviewing.org). Detailed instructions for submitting a successful application will be available at that time on [motivationalinterviewing.org](https://motivationalinterviewing.org), as well as [deniseernst.com](https://deniseernst.com) (which will host the submission process). No submissions will be accepted prior to the opening.

We expect to have 60 participants in this TNT. The 60 spaces will be given to the first 60 applicants who have been accepted and have completed the registration, including payment for the workshop. The application submission process will be closed when we have received sufficient applications to fill the spaces. We are not sure when this will occur. To be safe, we encourage you to get your application in as soon as possible.

If English is not your first language, you are still most welcome to apply for the TNT. The application will need to be in English and the SPI will be completed in English. The reviewers take care to consider the language issue in making a determination about acceptance. If you need additional time to complete the materials in English, please contact us at [mint.2020.tnt.application@gmail.com](mailto:mint.2020.tnt.application@gmail.com) as soon as possible and we will work with you.

If you are applying from an economically disadvantaged country, you may qualify for a no-cost application and a reduced registration fee (if accepted). For further information, please see <https://motivationalinterviewing.org/2020-new-mexico-tnt-discounts>. If you plan to apply and are from one of these countries, please contact us at [mint.2020.tnt.application@gmail.com](mailto:mint.2020.tnt.application@gmail.com) as soon as possible so that we can help you with this process.



**MINT-Endorsed Training for New Trainers (TNT)  
October 20-22, 2020, in Albuquerque, New Mexico**

## **Detailed Instructions**

### **Initial Application**

The 2020 TNT Application Instructions and the 2020 TNT Written Application Form can be found at: <https://motivationalinterviewing.org/2020-new-mexico-usa-training-new-trainers-october-20-22> and <http://deniseernst.com/2020-mint-endorsed-tnt-training>.

1. Submit the completed 2020 TNT Written Application Form at <http://deniseernst.com/2020-mint-endorsed-tnt-training-application>. The form is available as a fillable PDF or a WORD document. If you have trouble with the form, you can print, complete, and scan the document for submission. You will be required to provide details such as contact information. You will receive an email confirmation of the submission.
2. Upon submission, you will be automatically sent to PayPal for payment of the non-refundable application fee, \$175. PayPal allows you to pay through PayPal or with a credit card. If you cannot use either option, you can mail a check to:

Denise Ernst Training and Consultation  
8695 SW 80<sup>th</sup> Ave.  
Portland, OR 97223

If you mail a check, please send an email to [mint.2020.tnt.application@gmail.com](mailto:mint.2020.tnt.application@gmail.com) indicating that you are sending a check.

3. After payment, you will automatically be sent to the scheduling system to arrange your Standardized Patient Interview (SPI).

The SP interviews will be initiated and recorded by a SP who is provided by the New Mexico TNT team. The interviews will be 20 minutes long and are scheduled in 30-minute blocks. You will receive instructions for the interview. When scheduling you must include your name and phone number (for North Americans) or Skype address (for applicants outside the USA) at which you plan to take the call. If you are not in North America and do not have access to Skype, please contact [mint.2020.tnt.application@gmail.com](mailto:mint.2020.tnt.application@gmail.com) for assistance with the SPI logistics.

You will receive a confirmation email. The Standardized Patient (SP) will call you at the number you provided. You will receive a reminder the day before your appointment.

**Questions/Need help?** Send email to: [mint.2020.tnt.application@gmail.com](mailto:mint.2020.tnt.application@gmail.com)



**MINT-Endorsed Training for New Trainers (TNT)  
October 20-22, 2020, in Albuquerque, New Mexico**

**Complete the steps below to schedule your SP interview at**

**<https://www.flashappointments.com/client/lgn/launch.cfm?busId=12925>.**

**Step 1:** Select a Service

Choose Standardized Patient Interview - English

**Step 2:** Select a Date-choose a date

**Step 3:** Select an opening (time); Please note PACIFIC Daylight Savings TIME ZONE (PDT)

**Step 4:** Enter your contact information (be sure to provide accurate email and phone number)

**Step 5:** Press CONFIRM

**Time Zone Assistance:** <http://www.thetimezoneconverter.com>

## Standardized Patient Interview (SPI)

1. Within 24 hours of completing the SPI you will receive a link to your audio-recorded SPI. You will be able to download the file in mp3 format. You will receive the “2020 Standardized Patient Interview Reflection Form” and the “2020 TNT SPI Transcript Template” with your recording.
2. Complete the “2020 Standardized Patient Interview Reflection Form” which can be found at: <https://drive.google.com/file/d/1oBctSKtfVyo0w98atbSWpnthOG2QBrGq/view?usp=sharing>
3. Transcribe the recording:
  - a. Transcribe your recorded SPI using the “2020 TNT SPI Transcript Template” which can be found at: [https://drive.google.com/file/d/1SoLAoD0YFyrJsA\\_1qTk1oF8vRxx9tpCB/view?usp=sharing](https://drive.google.com/file/d/1SoLAoD0YFyrJsA_1qTk1oF8vRxx9tpCB/view?usp=sharing)
  - b. The transcript is not intended to capture everything in the conversation. Utterances that are merely facilitative (mmm, yeah, etc.) do not need to be included unless they clearly break the conversation. Otherwise, the conversation should be transcribed verbatim.
  - c. The comment column on the transcript is for you to provide any thoughts you have about the conversation or on your skills.
  - d. Example:

I = Interviewer, SP = Standardized Patient

Utt #	I or SP	Content of Utterance	Comments
1	I	Hi Alex. My name is Connie and I work here at the clinic. What brings you in today?	



2	SP	I just saw my doctor and she wanted me to come to talk to you about my smoking. She is always bugging me about it.	
3	I	So you're feeling a little pressured by your doctor.	
4	SP	Yeah, but that is her job. I am OK talking about my smoking.	
5	I	So the doctor is concerned but tell me what are your thoughts about your smoking?	
6	SP	Well I do enjoy it most of the time but honestly, I know it is not a good habit.	

4. After completing both of these, you will send them via email to [mint.2020.tnt.application@gmail.com](mailto:mint.2020.tnt.application@gmail.com) . With this step, the application process is complete and the review can commence. **The date of the completion of this step determines your place in line for the training.**

### **Final Outcome**

5. Within two months, you will receive notification of acceptance (or not) and feedback from your SPI.
6. If you have been accepted, you will be given instructions for registration for the workshop.
7. If you are not satisfied with the result of the application process, you may appeal.

**Questions/Need help?:** Send email to Denise Ernst at [mint.2020.tnt.application@gmail.com](mailto:mint.2020.tnt.application@gmail.com).