

THE PROFESSIONAL BOARD FOR PSYCHOLOGY

INFORMATION FOR INSTITUTIONS THAT WISH TO APPLY FOR THE ACCREDITATION OF TRAINING OF INTERN RESEARCH PSYCHOLOGISTS

1. RECOGNITION

Training can only be recognised if it takes place in an approved institution on a full-time basis (40 hours per week) over a minimum period of 12 months. Institutions that wish to apply for accreditation, for purposes of training intern research psychologists, must do so in writing.

1.1 Staff

1.1.1 *Psychologists*

Full information concerning the full-time and part-time post structure and the number of psychologists on the staff establishment of the institution must be furnished. Details must also be furnished regarding the categories in which the psychologists are registered, where they were trained and their experience since registration.

1.1.2 *Other Professional Personnel*

Information must be furnished regarding the full-time and part-time post structure and the number of other professional personnel, e.g. statisticians, professional personnel, computer experts, etc., who are employed by the institution and who will be involved with the training of intern research psychologists.

1.2 Research activities

The extent of research work undertaken at the institution must be described in detail, with an indication of the background and experience of the persons who head specific projects. An indication must also be given of how and where approval for the planning of new research projects is obtained and in what manner periodic reports concerning such research are furnished.

1.3 Facilities

Information must be furnished regarding the available research facilities, research apparatus, measuring instruments, library facilities, training-aids, and other relevant facilities.

1.4 Training Programme

A complete exposition of the proposed training programme for intern research psychologists must be given. The main fields of emphasis and an indication of the staff who will be involved in the training, must be clearly indicated.

The psychological tests listed in the internship programme have to comply with:

- The Board's policy on the classification of psychometric measuring devices, instruments, methods and techniques (Form 208); and
- The Board's list of tests classified as being psychological tests (Form 207).

Ethics and the number of leave days must be included in the programme. The institution must indicate which research and ethics committees provide ethics clearance for all research projects. Leave to the maximum of 20 working days can be granted to a research counselling psychologist.

1.5 Programme of activities

Provide details of the research programme in the form of a week by week schedule which stipulates the total number of hours and percentage of time allocated to each activity (as per example below). Research methodologies must include quantitative, qualitative and mixed methods and should focus on psychological research questions.

Table 1: main fields of emphasis for training programmes with prescribed percentages

ACTIVITY	DESCRIPTION	% OF DURATION OF INTERNSHIP
Research and Project management.	Planning, management and coordination of small research programmes, including learning about project management.	10%
Understanding Project Terms of Reference (ToR) and the writing of a research proposal including the project budget.	Liaison with clients and understanding the deliverables of the project. Compiling a research proposal that meets the technical specifications required of the ToR. Compiling a budget with time lines and deliverables.	10%
Literature review	Desktop review of relevant literature	20%
Data gathering (design study; adapt and develop data gathering instruments; undertake pilot study; fieldwork).	Methods used to undertake study, including sampling strategy. Adapt and design survey questions, develop interview protocols, focus group questions etc. Test instruments and data collection strategy. Conduct interviews, focus groups, surveys.	20%
Data analysis and interpretation of results.	Data preparation and coding (use of software to capture qualitative and quantitative data). Data analysis	20%
Dissemination of results.	Compiling a report. Presentation of results. Submission of paper for publication or presentation of paper at a conference.	10%
Research ethics and ethics for psychological research.	Relevant legislation, Ethics and Professionalism should be an integral part of the entire programme.	10%

1.6 List of research projects and the scope of involvement

Provide details of the specific project that the intern will undertake. If these are not as yet known, then provide a description of potential projects. NOTE: The Board needs to have an updated record of the internship training during the course of training. It is the responsibility of the training organisation/institution to provide these details.

1.7 Collaborating University Departments

An indication must be given (if possible with documents in support thereof), of which University department(s) might be prepared to develop a programme for the training of intern research psychologists in collaboration with the institution concerned.

2. OBLIGATIONS

Institutions which wish to be considered for accreditation must declare themselves prepared to allow the Council or Professional Board, if so desired, to inspect the institution's facilities for the training in loco or to have these inspected in terms of section 60 of Act 56 of 1974, both before and after recognition. The institution must also declare itself prepared to collaborate with the psychology departments of appointed universities and to draw up a work programme for prospective interns and to see to it that the programme is carried out. The institution must furthermore be prepared to draw up progress reports on interns on a three-monthly basis and, if required by the Council or Professional Board, to make these reports available to the Council or Professional Board.

The abovementioned work programmes for interns and the progress reports on interns, together with the requirements to be met by a recognised institution, will form the basis of any inspection of facilities which may be held before or after recognition of the institution for intern training. In addition, compliance to form 160 (policy regarding intern psychologists) is required.

The application for accreditation must be submitted to the Manager, Professional Board for Psychology, P O Box 205, Pretoria, 0001 for consideration by the Board **at least 3 months prior** to commencement of the internship.