



The Professional Board for Psychology

CHECKLIST FOR INDIVIDUALISED COUNSELLING PSYCHOLOGY INTERNSHIP PROGRAMMES

Use the checklist below to ensure that the package you send contains all the information required to accredit the programme.
Tick off and sign this page and include it with the application package.

Name: _____ Student Psychologist registration number: _____

BACKGROUND	I have included the following:	Tick off ✓	Office use only Admin	Office use only Board
Biographical details	Intern, internship institution, supervisor, university, university-based supervisor (include all PS numbers).			
Period	Exact dates from first to last day (first six months uninterrupted)			
Context and staffing of site	1. Describe profile of institution and department/division within institution in which the internship will be accommodated. 2. Describe professional team members that will assist in supervision and mentoring.			
Spectrum of cases	Across age groups, types of issues, full range of diversity			
Facilities and resources available to you	A description of facilities, training site(s), tests available to intern – tests on Form 207, other resources.			

DOMAINS	Indicators			
<p><i>Using the percentages and hours as a guide, provide a table indicating how per week you have tailored your programme. The total percentage should not exceed 100.</i></p>	<p>HPCSA Forms 160, 105, 207, 208 have been consulted and used in the development of the internship training programme. The activities within the domains are focused on behaviour-related processes and interventions pertaining to the activities below:</p>			
<p>Psychological assessment of children, adolescents and adults (Approximately 20%)</p>	<p>This includes interviews and psychometric testing; psychometric scoring; and the accurate interpretation and integration of data from intake interviews, records, psychometric assessments and other sources for diagnosis, case conceptualisation, and recommendations. This also includes writing reports and the provision of verbal feedback. The use of psychometric assessment procedures must be in accordance with Form 207 and 208. The provision of career assessment and counselling is included in these activities.</p>			
<p>Counselling / psychotherapy of children, adolescents and adults (Approximately 35%)</p>	<p>Application of counselling or psychotherapeutic interventions of a preventive, developmental and remedial nature, for children, adolescents and adults, within the scope of practice of counselling psychology. This may include individual, couple, family and group counselling and psychotherapy. Intern counselling psychologists must be provided with opportunities to work with people experiencing developmental and</p>			

	adjustment problems, psychological crises, trauma, mild-to-moderate mental and behavioural disorders, and people infected or affected by HIV.			
Psychoeducation / community and public health interventions / advocacy (Approximately 20%)	This includes interventions designed for groups and communities to prevent or delay psychological problems, reduce the negative impact of these problems, and / or promote health and well-being. This may also include interventions to support and enable vulnerable groups to express their views and concerns, and access information and services, and to defend and promote their rights.			
Internship training programme and supervision (Approximately 10%)	Personal moulding, mentoring and training to develop their knowledge, skills, and professional identity as counselling psychologists should be provided to intern counselling psychologists to ensure a sound theoretical and ethical underpinning for all their professional activities. Proper supervision of the work of intern counselling psychologists is essential and must be exercised by at least one registered counselling psychologist with at least three years of experience. Quarterly feedback must be provided to the intern counselling psychologists and the training institution. An intern counselling psychologist should exit the programme as a competent professional who can practice ethically in the South African context.			

<p>Ethical and professional conduct (Approximately 10%)</p>	<p>Relevant legislation, Ethics and Professionalism should be an integral part of the entire programme</p>			
<p>Other professional activities (Approximately 5%)</p>	<p>This can include additional exposure in assessment and / or intervention, or any other areas relevant to the practice of counselling psychology that the internship site is able to accommodate, including, but not limited to, practice management, psycho-legal work, research and / or consulting.</p>			

ATTACHMENTS				
Programme overview for full year (1x A4 page)	52 weeks including up to 4 weeks leave (260 working days)			
Detailed weekly programme	40 hours per week (excluding breaks) (If multiple sites, indicate which day(s) per site)			
List of psychological tests to be used	Psychometric tests that will be used are listed in the internship programme and have been aligned to the List of Tests classified as being Psychological tests (Form 207) and the "Policy on the Classification of psychometric measuring devices, instruments, methods and techniques" (Form 208)			
Important supplementary documents	I have completed HPCSA Forms 23 and 26 PSIN, adhered to all the requirements therein and provided all supporting documents as indicated.			
Signed letters	<u>Source:</u> <ul style="list-style-type: none"> • Training institution • Supervisor at training institution • Supervising university 			
A declaration of my intention to adhere to general psychology internship requirements	<ul style="list-style-type: none"> • Maintaining a portfolio of evidence (PoE) • Maintaining a logbook of all activities and structured supervision events (includes minutes of meetings) • The timely formulation and submission of three quarterly reports and one final integrated report 			

	<ul style="list-style-type: none">• Scheduling formalised and structured supervision sessions with<ol style="list-style-type: none">1. the internal supervisor (40 hours) and2. the university-based supervisor (4 sessions)• Reflection on learning that occurred and the acquisition of counselling related competencies• Reflection on personal growth• Reflection on areas of further development• Accounting for the ethical challenges inherent in all actions and interventions.			
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Signature: _____

Date: _____