

THE PROFESSIONAL BOARD FOR PSYCHOLOGY

HEALTH PROFESSIONS COUNCIL SOUTH AFRICA

**CRITERIA FOR THE TRAINING AND FOR THE ACCREDITATION OF
INSTITUTIONS OFFERING TRAINING OF INTERN NEUROPSYCHOLOGISTS**

I. MAIN PRINCIPLES

In the training of intern neuropsychologists, the following main principles must be adhered to:

- A. The Training Authority**
- B. Duties of the Training Authority**
- C. The Training Programme**
- D. Maintenance of Standards**

In the training of intern neuropsychologists the following principles must be adhered to:

A. The Training Authority

The term 'Training Authority' refers to an approved mental health establishment

1. Training will only be recognised if:
 - it takes place on a full-time basis (i.e. 40 hours per week);
 - over a minimum period of one year;
 - at a Board approved public hospital appropriate for the training of neuropsychologists.
2. Any leave privilege is included in the year of such service.
3. Proper supervision of the intern's work is essential and must be exercised by at least one full-time neuropsychologist¹ with at least 3 years' experience. Such supervising psychologist should accept the primary responsibility for the professional moulding of the interns. Under such guidance the interns must gradually be allowed to assume progressively greater responsibility. The supervising neuropsychologist must ensure that the candidate is registered as an intern neuropsychologist with the HPCSA.
4. The training authority must have sufficient senior personnel available to provide the necessary training of the interns. The ratio between interns and a supervising neuropsychologist should not exceed 4:1. Further, the training must be done in a multi-professional context. The intern must be involved as a full member of the team and should be professionally guided to progressively assume more responsibility.

¹ During the neuropsychology registration interim phase the psychologist employed by the hospital, working in neuropsychology may supervise

5. The training authority must be able to provide the intern with wide experience in the field and must be equipped with sufficient facilities to ensure this. Training authorities will be required to provide proof of being able to meet the training criteria for the interns concerned. If a training authority is able to meet only a portion of the training criteria, the Council may upon the recommendation of the Professional Board and its discretion, accredit the training body concerned for the proportional part or parts of the training which may be considered satisfactory.

B. Duties of the Training Authority

1. As indicated in Part II.A it is the duty of the training authority to maintain proper supervision of the work of interns. Regular consultation (at least quarterly) between the training institution and the department of psychology of the collaborating university must ensure a healthy balance with regard to the rendering of services, training and participation in the training programme by the collaborating department of psychology.
2. Interns must also be fully integrated members of a multi-professional team at the place there they receive their training.
3. Interns must be allowed sufficient time for intern clinical conferences/ ward rounds and discussion, as well as for lectures and programmes which may be arranged by the collaborating department of psychology.
4. In the light of Article 60 of the Health Professions Act 56 of 1974, accredited bodies must declare themselves willing to allow the Council, both before and after accreditation, to inspect or have the training facilities inspected. All institutions that qualify for accreditation must sign an agreement with the Council whereby they undertake to keep to their proposed training programme, to provide the requisite training and to maintain adequate supervision over the interns.
5. A quarterly progress report must be prepared and signed by the training authority for each intern. These reports must be made available on request to the Council.
6. Quarterly meetings must be held with the collaborating university to present the intern quarterly reports for noting and remedial intervention should problems be identified.

It is expected of accredited authorities to inform the Council of any changes at the place of training that may possibly affect the accreditation status of such training authorities.

C. The Training Programme

The training of interns must cover all the facets outlined here below, although training authorities are free to determine the emphasis in the training provided that it falls within the indicated limits. Ethics must be included in the programme. The training programme must maintain a healthy balance with regard to the professional training of the interns.

The following can serve as guidelines:

1. Evaluation techniques, including clinical assessments, testing, and interpretation of data obtained in light of the history and neuropathological condition -- 40% of the programme;

Application of psychological techniques such as rehabilitation, intervention, assistance with the correction of problems and development – 40% of the programme;

2. Personal moulding and tuition by a mentor, participation in discussions, visits, etc. – 10% to 20% of the programme;
3. Other profession-orientated activities – 10% to 20 % of the programme;
4. At least 10% of the programme shall be devoted to aspects as contained in paragraph II B3.
5. 10% ethics & Human Rights
6. 10% Community involvement, including community-level rehabilitation
7. Exposure across the lifespan: children, adults, incl older adults (33%, 33%, 33%)
8. Forensic
9. Rehabilitation; acute, post-acute and chronic

Further, interns must have access to a wide spectrum of cases, including both children and adults, which will ensure sufficient exposure as required by the programme. This spectrum must include patients being treated primarily in the departments of neurosurgery, neurology psychiatry and paediatrics.

The psychological tests listed in the internship programme, for competency in hypothesis testing during neuropsychological evaluation, have to cover ten functional modalities, in each case including an up to date selection of tests approved and recommended for use within the international and national neuropsychological academic community (as informed by the attached list).

The programme must reflect the number of leave days as well the approach regarding management of sick leave that may be granted during the internship.

D. Maintenance of Standards

The maintenance of the standard of training, as indicated, is delegated to the psychology departments of South African universities, in collaboration with institutions approved by the Council for internship purposes, on the understanding that the final authority in this matter remains that of the Council.

1. Programme of Work

Before candidates start their internship training, a programme of work must be drawn up by the head of the department of the concerned training authority, or supervising psychologist in collaboration with the collaborating university psychology department, in which sufficient detail is specified about how interns will spend their time during their internship period. If practical circumstances necessitate a deviation from the planned programme of work, the supervising neuropsychologists should arrange suitable changes and adjustments to the programme and notify both the head of the department and collaborating University.

2. Procedure in the event of unsatisfactory progress during internship training

In the event of unsatisfactory progress by the intern, the head or deputy-head of the department of the training authority concerned must liaise with the university department concerned.

The head or deputy-head of the department of the training authority and the head or deputy-head of the collaborating university psychology department must collectively decide on appropriate action such as reprimand, more intensive training, warning, extension of the training or even termination of the internship. The Council must be informed immediately of any such steps taken against an intern.

In the case of termination of an internship the university department concerned shall advise the Council regarding any extent to which the candidate should receive recognition for the

internship training received and whether the candidate should be allowed the opportunity to complete the internship at another accredited institution.

Notwithstanding the above guidelines, the final authority for the training of interns rests with the Council. The final decision in any dispute that may arise with regard to the recognition of training of an intern likewise remains with the Council.

4. Certification

After completion of the period of service at the training place concerned the necessary certificate must be signed by the head of the department of the training authority involved, the head of the collaborating university concerned and the head of the health establishment or their official deputies.

The application for accreditation must be submitted to the Head of Division, Education and Training Unit, P O Box 205, Pretoria, 0001 for consideration by the Board at least 3 months prior to commencement of the internship.

Update: 2019
