

FORM 94



**HEALTH PROFESSIONS COUNCIL OF SA**

**PROFESSIONAL BOARD FOR PSYCHOLOGY**

**FRAMEWORK FOR EDUCATION, TRAINING, REGISTRATION**

**AND**

**SCOPE FOR PSYCHOMETRISTS**

## TABLE OF CONTENTS

<b>GLOSSARY .....</b>	<b>2</b>
<b>RATIONALE FOR THE QUALIFICATION .....</b>	<b>2</b>
<b>PURPOSE OF THE QUALIFICATION .....</b>	<b>2</b>
<b>ROLE OF A PSYCHOMETRIST .....</b>	<b>3</b>
<b>OPTIONS FOR OFFERING THE B PSYCH PROGRAMME .....</b>	<b>3</b>
<b>REQUIREMENT OF REGISTRATION AS STUDENTS .....</b>	<b>3</b>
<b>SELECTION CRITERIA .....</b>	<b>4</b>
<b>ACADEMIC TRAINING REQUIREMENTS .....</b>	<b>4</b>
<b>PROFESSIONAL TRAINING .....</b>	<b>5</b>
<b>RESEARCH PROJECT .....</b>	<b>6</b>
<b>PRACTICUM TRAINING.....</b>	<b>7</b>
<b>SCOPE OF PRACTICE FOR PSYCHOMETRISTS .....</b>	<b>7</b>
<b>PSYCHOMETRIC TESTS TO BE USED BY PSYCHOMETRISTS .....</b>	<b>8</b>
<b>SUPERVISION OF PSYCHOMETRISTS .....</b>	<b>8</b>
<b>TIMEFRAME FOR REGISTRATION AS PSYCHOMETRIST .....</b>	<b>8</b>

# A FRAMEWORK FOR EDUCATION, TRAINING, REGISTRATION AND SCOPE FOR PSYCHOMETRISTS

## GLOSSARY

**Psychological assessment** – a process oriented activity aimed at gathering a wide array of information by using assessment measures (test) and information from many other sources (e.g. interviews, a person's history, collateral sources).

**Psychological functioning** – psychological wellbeing of people.

**Classified** – the test used is listed in the list of tests classified as being a Psychological Tests for use in the South African context.

**Validity** – refers to how well the test accurately measures the construct of interest.

**Reliability** – the test's ability to measure the construct of interest consistently.

**Standardisation** – uniformity of the testing procedure in its administration, scoring and interpretation.

**Culture fairness** – being sensitive to culture bias when administering a test to person who does not share the same culture of the people who developed it.

**Student psychometrists** – a student studying towards the profession of being a Psychometrist with an accredited institution in the registration category.

**Psychometric properties** – are those aspects of a test or a measure that say how good the test or measure is. They include: level of measurement, reliability, validity, responsiveness, norms and statistical concepts.

## RATIONALE FOR THE QUALIFICATION

The qualification is aimed at producing competent, ethical and professional practitioners who will meet the needs of South Africa to promote access to primary level psychological assessment services focusing on psychometric assessment and thereby enhancing psychological functioning of the public. This qualification is critical in providing good quality psychological assessment within the diverse multilingual and multicultural context in South Africa. Qualifying practitioners are able to provide a variety of psychological assessment services in a variety of settings.

## PURPOSE OF THE QUALIFICATION

The qualifying practitioner will be registered with the Health Professions Council of South Africa to render psychological assessment services in a variety of settings, within the scope of practice for Psychometrists which is defined according the Health Professions Act number 56 of 1974 and subsequent amendments. They refer clients who present with conditions that are beyond their scope of practice to relevant and/or appropriate professionals.

## ROLE OF A PSYCHOMETRIST

The role of the Psychometrists is to make psychological assessment accessible in order to promote the psychological wellbeing of the diverse South African population.

- Taking full responsibility for the ethical use of Psychometric tests including test security, confidentiality and informed consent;
- Ensure adequate knowledge and understanding of psychometrics, testing and assessment, which informs and underpins the process of testing;
- Ensure good practice in the use of psychometric tests, including test selection, test administration, scoring of tests and reporting accurately on test results;
- Accurate interpretation of test results and feedback of test results;
- Ensure that the tests used are classified and that the test scope validity, reliability, standardisation, culture fairness, accessibility, language, level of education, practicality and acceptability are appropriate to the identified assessment needs of the context and clients;
- Develop, promote and advise on best practice in the field of Psychometry;
- Contribute to the development of psychometric instruments in the South African context.

## OPTIONS FOR OFFERING THE B PSYCH PROGRAMME

Registration as a Psychometrist is contingent on completion of:

An accredited 4 year B Psych or a B Psych equivalent in Psychology accredited by the Board that incorporates an approved 6 month/ or 720 hour face-to-face practicum. Practical hours in the application of Psychometry must be recorded in a logbook and countersigned by the supervisor.

## REQUIREMENT OF REGISTRATION AS STUDENTS

In terms of the Regulations relating to the registration of Student Psychometrists published in terms of Government Notice No 287 of 9 October 2012, all students registered at an accredited institution offering education and training as student Psychometrists have to be registered as students as from the first year of study.

In order to register as a Student Psychometrists, Form 53 has to be completed by each student and verified by the educational institution. The following supporting documentation must accompany the application:

1. The prescribed registration fee with proof of payment.
2. A copy of the identity document or birth certificate of the student.
3. A copy of the marriage certificate of the student (Should the student wish to register in his/her married surname).

An additional fee in respect of each month or part of a month will be payable should the application be submitted later than **four** months after the date of registration at the Training Educational Institution.

The register for student Psychometrists will be effective as from 2 January 2013.

Currently a register for Psychometrists (supervised practice) exists. It is the intention of the Board for this register to be phased out over time. Practitioners who want to transverse to independent practice must successfully undergo an accredited B Psych qualification.

## SELECTION CRITERIA

Selection of students is done by higher educational institutions according to institutional criteria. Examples of criteria should include but not limited to the following:

**ACADEMIC CRITERIA**– according to the university entrance regulations for undergraduate and post graduate qualifications.

**SELECTION CRITERIA**– according to the accredited B Psych programme, eg

- Intra and interpersonal skills
- Potential to learn necessary skills of a Psychometrist
- Ability to work in a team
- Psycho social wellness
- Ability to work under pressure
- Ability to work in a community
- Ability to work with diversity
- Academic reading and writing
- Ability to work with psychometric properties, numerical and abstract reasoning skills.

**RPL CRITERIA** – according to university procedures and regulations.

## ACADEMIC TRAINING REQUIREMENTS

An accredited B Psych or B Psych Equivalent qualification at a NQF Level 8. Academic training could include but is not be limited to the following:

- Psychopathology
- Developmental Psychology
- Therapeutic Psychology
- Personality Psychology
- Applied Psychology
- Research Psychology
- Professional Ethics
- Psychometrics and Psychological Assessment
- Test Construction
- Organisational Psychology
- Career Psychology
- Labour Relations

## PROFESSIONAL TRAINING

The practicum guidelines provided below apply to programmes offered by academic training institutions as well as programmes developed by individual psychologists or organisations that offer psychometry practicum. In essence, areas of competence that need to be focused on in practicums are highlighted for each of the critical core competency areas.

### 1. Instrumental knowledge and skills

#### a. Range of tests and experience

The supervising psychologist must prescribe and ensure that trainee psychometrists during their practicum use an appropriate range of tests. The range across which trainee psychometrists need to gain appropriate and sufficient practical experience must at least cover -

- i. group and individually administered tests;
- ii. tests that tap general cognitive ability;
- iii. tests that tap specific cognitive, perceptual, and psychomotor functions; and
- iv. tests that tap personality-related functioning (**Please note:** restrictions regarding the use of projective techniques have been pointed out elsewhere in this document); and
- v. tests for children and adults.

#### b. Test administration and scoring

The supervising psychologist must decide which constructs need to be measured and the appropriate test(s), which need to be used. The reason for the choice must be clearly explained to the trainee psychometrist.

The supervising psychologist must ensure that the trainee psychometrist -

- i. has adequate knowledge of the manual of each test that is used;
- ii. is well prepared for the test session;
- iii. adheres strictly to the instructions provided in the manual;
- iv. gives clear, concise instructions;
- v. completes the answer sheet correctly; and
- vi. gets the necessary experience in using the tests that are included in the training programme so that he/she can become proficient in their use and no longer requires close supervision.

#### c. Scoring and interpretation

The supervising psychologist must ensure that the trainee Psychometrist -

- i. has adequate knowledge of the scoring procedures/criteria for each test that is used;
- ii. learns how to choose appropriate norm tables;
- iii. becomes proficient at converting raw scores to scale scores and in using cut-points to interpret/classify test performance;
- iv. understands the limits to the generalisability of norms provided;

- v. is able to take contextual factors into account during test interpretation; and
- vi. gets the necessary experience in using the tests that are included in the practicum so that he/she can become proficient in their use and no longer requires close supervision.

## **2. Communication and interpersonal skills**

The supervising psychologist must observe the trainee Psychometrist in action so as to provide supportive and developmental feedback regarding the trainee's communication and interpersonal skills in –

- a. being able to appropriately prepare test-takers,
- b. establishing rapport;
- c. interacting with relevant others (e.g., parents, employers);
- d. administering tests;
- e. being able to clearly and professionally report on the findings; and
- f. providing verbal and written feedback on the findings.

## **3. Contingency management skills**

The supervising psychologist must ensure that the trainee Psychometrist is equipped to handle -

- a. routine problems that may arise during test administration;
- b. a test-taker's questions during test administration; and
- c. situations where there is the potential for test misuse or for misunderstanding the interpretation of test scores.

## **4. Basic practice management and referral skills**

The supervising psychologist must ensure that the psychometrist knows -

- a. the requirements regarding advertising professional services;
- b. how to start and manage a practice and work out a business plan;
- c. how to implement an accounting system and an appropriate fee structure;
- d. about the need for indemnity insurance;
- e. how to identify when the needs or symptoms with which a client presents fall outside his/her expertise and should be dealt with by another health care professional; and
- f. how to refer a client to an appropriate professional peer within the health care system (e.g., psychologist, general practitioner, social worker).

## **RESEARCH PROJECT**

The research project of student Psychometrists will be determined by the University's guidelines and has to be conducted in applied context.

## PRACTICUM TRAINING

1. A practicum for Psychometrists forms part of a Board accredited B Psych or B Psych Equivalent programme;
2. The practicum training has a duration of 6 months full time or an equivalent of not more than 12 months part time;
3. The practicum may commence from the last semester of the third year;
4. This practicum may not be done in a psychiatric setting;
5. Practical training is being done during the duration of the four year training;
6. The practicum may not be done in a private practice and not in a psychiatric setting and no individual therapy may be done by a Psychometrist.

## SCOPE OF PRACTICE FOR PSYCHOMETRISTS

**Psychometrists are psychological practitioners with special expertise in the use of psychological tests, who perform assessments and also contribute to the development of psychological tests and procedures in variety of context including educational, work, career, health and Non-Governmental Organisations, Non-Profit Organisation and community.**

Psychometrists adhere to the following scope of practice:

- a. performing assessments and contributing to the development of psychological tests and procedures;
- b. measuring psychological functions including cognitive, interest, aptitude, and personality;
- c. identifying clients requiring more sophisticated or advanced psychological assessment and referring such clients to appropriate and registered professionals;
- d. providing feedback to clients on the results of psychological assessments;
- e. participating in policy development in respect of psychological assessment;
- f. participating in the design, management, and evaluation of psychological assessment procedure in diverse settings and organisations including but not limited to health, education, labour and correctional services;
- g. participating in or conducting needs analysis regarding psychological assessment in diverse settings and organisations, select/compile appropriate batteries of tests;
- h. training and supervising Registered Counsellors, and Psychometrists in supervised practice in psychological measurement;
- i. conducting psychological practice and research in accordance with the Ethical Rules of Conduct Practitioners registered under the Health Professions Act, 1974;
- j. adhering to the scope of practice of Psychometrists;
- k. designing and implementing research which contributes to the development of psychological assessment instruments, and reporting on such research; and
- l. providing expert evidence and/or opinions.

## PSYCHOMETRIC TESTS TO BE USED BY PSYCHOMETRISTS

A psychometrist is permitted to use certain psychological tests (i.e., select, administer, score, interpret, and report on) and bill clients for this service, provided that appropriate training has been obtained and the necessary practical competencies have been developed related to the tests used.

***Psychometrists are not permitted to use:***

- \* ***certain personality measures (e.g., TAT, CAT, Rorschach);***
- \* ***neuropsychological measures;***
- \* ***measures that are used for the diagnosis of psychopathology (e.g., MMPI-2).***

A psychometrist will not be permitted to undertake forensic assessments or any other form of specialist assessment (e.g., neuropsychological), as these forms of assessment require highly specialised and advanced knowledge and competencies which only psychologists can provide.

## SUPERVISION OF PSYCHOMETRISTS

- The accredited higher educational institution is responsible for the supervision of student Psychometrists;
- All psychology categories may supervise a student Psychometrists, except Registered Counsellors;
- The supervisor will be required to have 3 years post registration experience;
- The supervisor should ensure that the student Psychometrists adhere to the scope of practice of Psychometrists;
- 20 hours structured supervision overseen by the University;
- This supervision can take place in group or individual context;
- A maximum of 1 supervisor to 5 student Psychometrists ratio is prescribed as part of the supervision;
- The Model for supervision is one on one or in a group setting.

## TIMEFRAME FOR REGISTRATION AS PSYCHOMETRIST

Candidates have to write the National Board Examination and register as Psychometrists within 2 years after successfully completing a B Psych or a B Psych Equivalent qualification.