
PROFESSIONAL BOARD FOR PSYCHOLOGY

Department: Executive Company Secretariat
Designation: Deputy Company Secretary
Date: 15 December 2022

Dear Practitioner,

APPLICATION FOR TRANSVERSE REGISTRATION

The Professional Board for Psychology in 2017 undertook various consultations with practitioners, universities, internships sites, learned societies and others to draft new regulations for promulgation. An outcome of the consultation process was the Professional Board's decision to advise the Minister of Health not to proceed with the promulgation of regulations to define the Scopes of Practice of the categories of psychology. Since then, the Professional Board embarked on various measures to address some of the problems identified during the consultation processes. Notable among the concerns raised during the consultation process was that some practitioners have alleged that they were trained in integrated programmes prior to 2011 and hence have competencies that exceed those stipulated by the regulations defining their erstwhile scopes of practice.

In light of this, the Professional Board has decided to allow a stipulated period during which those who completed their formal training and internships and who registered in the categories of clinical, counselling or educational psychology prior to the promulgation of the regulations in September 2011, may apply for Transverse Registration (TR) in another category that they deem to be more appropriate.

Transverse Registration will only apply to any psychologist registered in the category of Educational, Clinical or Counselling prior to the promulgation of the 2011 Scope of Practice regulations (R704). Following the regulations being published in 2011, the Professional Board ensured that all training programmes were compliant with new regulations. Therefore, all practitioners trained after this period would have trained in accordance with the new regulation and acquired the competencies for their specific category of registration.

1. Practitioners who wish to apply for the TR must be currently registered and have been active in continuous practice. 'Practice' means any role, whether remunerated or not, in which applicants use their skills and knowledge as registered psychologists in the profession. Practice is not restricted to the provision of direct clinical care. It also includes using your professional knowledge in a direct non-clinical relationship with clients, when working in management, administration, education, research, advisory, regulatory or policy development roles, and any other roles that impact the safe, effective delivery of services in the profession. Applicants should provide a detailed history of their practice since registration, including any periods when not active, and according to the format described below.
2. Applicants should provide proof that they are compliant with Continuing Professional Development (CPD) and sign a declaration that they are in good standing.

3. The window period for application for TR is two (2) years from **1 January 2023 to 31 December 2024** (no new or still incomplete applications after 31 December 2024 will be considered). The reasons for a specified window period are as follows: This is a longstanding problem in the profession that should be remedied as a matter of urgency, and to minimise the confusion with the public and referring practitioners.
4. Practitioners who wish to apply for TR must choose one registration category (the transverse category) that best suits their competencies and clearly state the category to which they wish to convert.
5. Practitioners who are successful with their application will give up their current registered category for the new one. (This does not apply to any additional categories other than clinical, counselling and educational psychology).
6. Applications will only be reviewed once all the necessary documentation has been submitted.
7. The evaluation of evidence will be undertaken by a panel appointed by the Professional Board representing all of the three relevant categories. Necessary evidence is to the satisfaction of the Professional Board.
8. Based on the application and evidence provided, the practitioner applying for TR may be required to do a period of supervised practice at a setting approved by the Board.
9. The only possible outcomes are as follows:
 - a. The applicant may register in the new category after passing the relevant Board Examination.
 - b. The applicant may register in the new category (1) after a 400-hour period of supervised practice in a setting approved by the Professional Board relevant to the new category and (2) after passing the relevant Board Examination. This period of supervised practice must be completed within a total period of no more than 6 months. The supervisor must be registered in the transverse category with at least three years of post-qualifying experience.
 - c. The applicant may register in the new category (1) after an 800-hour period of supervised practice in an approved setting relevant to the new category and (2) after passing the relevant Board Examination. This period of supervised practice must be completed within a total period of no more than 12 months. The supervisor must be registered in the transverse category with at least three years of post-qualifying experience.
 - d. The application is unsuccessful.

10. The outcomes are based on the following criteria:

Competencies of the Transverse Category	Outcome
<ul style="list-style-type: none"> ● All of the specified competencies for the transverse category are judged to have been met (95 to 100%). 	<ul style="list-style-type: none"> ● Direct registration after passing the relevant National Board Exam.
<ul style="list-style-type: none"> ● Nearly all of the specified competencies for the transverse category are judged to have been met (80 to 94%). 	<ul style="list-style-type: none"> ● Registration of satisfactory completion of 400 hours of supervised practice and passing the relevant National Board Exam.
<ul style="list-style-type: none"> ● Most of the specified competencies for the transverse category are judged to have been met (70 to 79%). 	<ul style="list-style-type: none"> ● Registration of satisfactory completion of 800 hours of supervised practice and passing the relevant National Board Exam.
<ul style="list-style-type: none"> ● Less than 70% of the specified competencies for the transverse category are judged to have been met. 	<ul style="list-style-type: none"> ● Application for transverse registration is unsuccessful.

11. At the end of any period of supervised practice, the supervisor must write and sign a letter to indicate the following:
 - a. The applicant has completed the period of supervised practice to a satisfactory standard (i.e., the expected standard of a psychologist in the relevant category).
 - b. The supervisor recommends the applicant for transverse registration.
12. Unsuccessful applicants may appeal the outcome.
13. All approved applicants will be required to write the Board examinations in the transverse category applied for after completion of all requirements prescribed by the Professional Board. The normal National Board Examination policy and rules will apply.
14. All approved applicants are obliged to apply for the next available National Board Examination after completing the period of supervised practice or after receiving notification from the Professional Board when no period of supervised practice is required.
15. Applicants must have met all the requirements with the exception of the Board examination by **31 December 2025**. Applicants who have not completed their requirements, with exception of the Board Examination, will not be able to register in the transverse category.

16. Successful applicants for transverse registration into Clinical Psychology will not be required to do Community Service.
17. Application must include (1) the prescribed form, (2) a CV in the prescribed format and a (3) portfolio of evidence, as detailed below.
18. A complete application must include the following:
 - a. Applicants must complete and submit the form Application for Transverse Registration.
 - b. Applicants must submit a Curriculum Vitae in the format prescribed below.
 - c. Applicants must submit a portfolio of evidence in the format prescribed below. The portfolio of evidence must state each of the competencies from the relevant Minimum Standards Document and then provide details of evidence that the competency has been acquired. In cases where one or more competencies have not been acquired, the applicant should indicate this.
 - d. The application should be collated into a single PDF file.
19. Additional documentation required:
 - a. A copy of the course booklet for the first year of the directed master's programme.
 - b. A CPD compliance certificate.
 - c. Only relevant certificates of training

Format of the CV

Personal Information	
Qualifications Obtained for the Profession	
Clinical Skills	<p>Please provide details according to the following domain:</p> <ul style="list-style-type: none"> ● Knowledge of the discipline ● Ethical, legal and professional matters ● Diagnosis ● Psychological assessment and measurement ● Intervention strategies ● Research and evaluation ● Working with people from diverse groups ● practice across the lifespan

Work / Practice History	<p>Current and Previous Positions. Details to include:</p> <ul style="list-style-type: none"> ● Dates (for example; 30/06/2000 - 30/06/2002) ● Position(s) - Title ● Facility (including name, address and contact details i.e. City, Province, Country) ● Responsibilities (including whether the position was fulltime/part-time and if part-time include hours of work/week) ● Clinical responsibilities ● Supervisors
Internship	<p>Provide in the chronology of the practice history details of internship rotations and placements. Also, give details of supervisors and their registration categories.</p>
Gaps in Work / Practice History	<p>Please provide an explanation of any period since obtaining your professional qualifications where you have not practised and the reasons (e.g. undertaking study, travel, family commitment).</p>
Registration History	<p>Provide a list of jurisdictions i.e. authorities:</p> <ul style="list-style-type: none"> ● where you are currently registered to practice, your registration number and date for first registration ● where you have been previously registered to practice and your registration number and dates of registration. ● where you have applied for registration and that application remains under consideration
References and Publications	<p>Note: If provided this should be limited to 1-2 pages.</p>
Declaration	<p>The Curriculum Vitae is true and correct as at [insert date]. (This declaration must be signed and dated.)</p>

Format of the Portfolio of Evidence

Competency	Evidence (i.e., by training, practice, research, teaching, observation etc.) Reference any attachments.

Application for the Transverse Registration

This form should be completed by psychologists registered in the category of Educational, Clinical or Counselling, prior to the promulgation of the 2011 Scope of Practice regulations (R704).

All applications for the **TRANSVERSE REGISTRATION** will be considered on an *ad-hoc* basis on submission of the following documentation:

I apply to participate in the TRANSVERSE REGISTRATION PROGRAMME.

I am currently registered as a		HPCSA Registration Number	Conversion to (choose one)	
<input type="checkbox"/>	Clinical Psychologist	PS _____	<input type="checkbox"/>	Clinical Psychologist
<input type="checkbox"/>	Counselling Psychologist	PS _____	<input type="checkbox"/>	Counselling Psychologist
<input type="checkbox"/>	Educational Psychologist	PS _____	<input type="checkbox"/>	Educational Psychologist

SECTION A: PERSONAL DETAILS

Title Prof Dr Mr Ms

Surname:

Maiden Surname (if applicable):

First name(s):

Date of birth: Birth Place:

Identity number:

Postal address:

Tel. (Work): (Home):

Cell:..... Fax:

E-mail Address:

Marital Status: Divorced Married Single

Gender: Female Male

SECTION B: QUALIFICATIONS

Name of Degree	University or Institution where degree/qualification was obtained	From		To	
		Month	Year	Month	Year

Internship

Name of Institution	Categories / Domains	From		To	
		Month	Year	Month	Year

Professional Experience (in chronological order)

Name of Institution	Nature of appointment held	From		To	
		Month	Year	Month	Year

SECTION C: DECLARATION

DECLARATION BY APPLICANT APPLYING FOR TRANSVERSE REGISTRATION IN TERMS OF SECTION 24 OF THE HEALTH PROFESSIONS ACT, 1974

I,hereby declare under oath as follows:

- a. I am the person referred to in the accompanying certificate(s) of qualification(s) which I submit in support of my application to be registered as a **PSYCHOLOGIST** in the Republic of South Africa.
- b. The said qualification(s) was/were granted to me after examination and is/are my own lawful property, and entitle me as far as professional qualifications are concerned, to practise as a **PSYCHOLOGIST** in the country of its/their origin, namely -
- c. The course of study in professional subjects which I underwent, covered a period of academic years. The last academic years of professional study for admission to the examination for the qualification(s) in respect of which I apply for registration, were taken at (insert name of University)
- d. I have never been convicted in any country of any offence against the law or been debarred from practice by reason of misconduct and, to the best of my knowledge and belief, no proceedings involving or likely to involve a charge of any such nature are pending against me in any country at present*.
- e. I further accept that my application may be delayed should I fail to submit all the required documentation.

Signature

SWORN before me at thisday of 20.....

Signature:

Justice of the Peace or Commissioner of Oaths

I, the undersigned** of hereby declare under oath:

I personally know whose signature appears above. To the best of my knowledge and belief, the statements in his/her declaration are true.

I consider him/her to be a fit and proper person to be registered as a **PSYCHOLOGIST**.

SignatureProfession or calling

SWORN before me atthis.....day of 20

Signature

Justice of the Peace or Commissioner of Oaths

District of

I, the undersigned**
of hereby declare under oath:

I personally know

whose signature appears above. To the best of my knowledge and belief the statements in his/her declaration are true.

I consider him/her to be a fit and proper person to be registered as a **PSYCHOLOGIST**

Signature

Profession or calling

SWORN before me atthis.....day of

..... 200.....

Signature:

Justice of the Peace or Commissioner of Oaths

District of

* If the applicant is unable to make the declaration in paragraph 11 above, the Council, in order to consider the application, will require full particulars of the reasons for his or her inability.

** The signatories should preferably be Psychologists

The completed form is to be returned to the Registrar, Health Professions Council of South Africa, P O Box 205, Pretoria, 0001. A soft copy of your application can be emailed to Ms. Hilda Baloyi at HildaB@hpcsa.co.za

To be considered, this application must be accompanied by a CV in the specified format and a Portfolio of Evidence in the specified format. Please see the guidance document

