



**PROFESSIONAL BOARD FOR PSYCHOLOGY**  
**FREQUENTLY ASKED QUESTIONS**

January 2010

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## REGISTRATION WITH THE HPCSA

### 1. Question

What are the registration requirements for registration as:

<b>1. REGISTERED COUNSELLOR AND PSYCHOMETRIST</b>
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The minimum requirements for registration are:

- i. successful completion of a B.Psych or equivalent degree (degree must be accredited by the Board specifically for the registration of registered counsellors or psychometrists);
- ii. successful completion of 6 months practicum under supervision of a registered psychologist;
- iii. successful completion of the National Examination of the Board.

### 1. Question

**What are the different practice field for registered counsellors?**

#### **Response**

The Board has currently approved the following practice areas for **registered counsellors**:

Career Counselling, Trauma Counselling, Community Mental Health, Family Counselling, School Counselling, Sport Counselling, HIV/AIDS Counselling, Human Resources, Pastoral Counselling, Employee well-being

### 2. Question

Which modules need to be taken?

#### **Response**

You have to consult with your university in this regard.

**3. Question**

If the university does not provide the 6 months practicum (internship), where could I do my practicum (internship)?

**Response**

Universities are responsible for the practicum placement and oversight and it is suggested that you consult with the university regarding this matter.

**4. Question**

Is the practicum (internship) full-time or could I do it part-time?

**Response**

The practicum (internship) is a fulltime practicum of 6 month duration, or alternatively a part time practicum of 6 month duration to be completed within a period of 12 months.

**5. Question**

I understand that I have to write an examination before registration. Which form must I send to the HPCSA to apply for the examination?

**Response**

An application form (form 225) has to be duly completed by yourself and the university.

**6. Question**

Is there a timeframe for registration after completion of the academic and practicum requirements?

**Response**

Candidates have to register as Registered Counsellors/ Psychometrists within 5 years of completion of the academic and practical training. The 6 months practicum must be within 2 years in order to be accepted for the Board Examination.

Persons who exceed the timeframe for registration as Registered Counsellors / Psychometrists by 5 years or more will be required to complete an additional approved practicum of 3 month's duration and the onus rests on individuals to ensure that they still have the required competencies to practice as registered counsellors.

**7. Question**

According to HPCSA guidelines a psychometrist/registered counsellor is not permitted to use certain tests e.g projectives, personality and neuropsychological tests. Does this mean that a psychometrist is also not permitted to administer any of the aforementioned tests, even when done under supervision of a registered psychologist?

**Response**

The reason for prohibiting Psychometrists and Registered Counsellors from performing, administering, scoring and reporting on projectives, neuro-psychological and personality assessments is because it requires a Masters background in Psychotherapy neuropsychology. The observation skills which are needed renders it impossible for a psychometrist/registered counsellor to do those assessments.

## 2. PSYCHOLOGISTS

The **minimum** requirements for registration as a psychologist are as follows:

- i. five years full-time formal education in psychology, i.e. a three year Bachelor's degree majoring in psychology or equivalent thereof, a post-graduate year in psychology, i.e. honours degree, and a **directed** Master's degree programme in psychology;
- ii. successful completion of a full-time approved internship of 12 months duration;
- iii. successful completion of the National Examination of the Professional Board for Psychology.

### 2.1 STUDENT PSYCHOLOGISTS

- i. Students in psychology have to register with the HPCSA within 4 months of date of commencement with the 1st year of Master's degree.
- ii. The application for registration as a student psychologist (form 53) needs to be duly completed and submitted together with all the relevant documents listed in the application form and the registration fee to: The Registrar, HPCSA, P O Box 205, Pretoria, 0001.

#### 1. Question

What is the amount that I have to pay to register as student psychologist?

#### **Response**

The current registration fee is R..... as indicated on the application form (form 53). **Please note that the registration fee increase each year**

#### 2. Question

What is the method of payment?

#### **Response**

The Health Professions Council of South Africa (HPCSA), has resolved to implement a 'no cash on premises' policy with effect from 1 August 2006.

You pay the fee in to the HPCSA account which is ABSA, Arcadia, Pretoria, Account number 0610-000-169, Branch code: 33-49-45

Reference number - your initials and surname (must be **clearly** indicated on the deposit slip).

#### 3. Question

Are student Psychologists allowed to give feedback?

## Response

Student Psychologists are in training and therefore do feedback on assessments, however every intervention by Student Psychologists are always done under supervision of their designated supervisor.

### 2.2 INTERN PSYCHOLOGIST

#### 1. Question

Which form must be completed for registration as intern psychologist?

#### Response

Form 26 must be duly completed and forwarded to Council with all the documentation as requested on the form.

#### 2. Question

What is the amount that I have to pay to register as intern psychologist?

#### Response

The current registration fee is R ..... as indicated on the application form (form 26). **Please note that the registration fee increase each year**

You pay the fee in to the HPCSA account which is ABSA, Arcadia, Pretoria, Account number 0610-000-169, Branch code : 33-49-45 Reference number – initials and surname (must be **clearly** indicated on the deposit slip).

### 3. INTERN PSYCHOLOGIST

Before commencing the internship the candidate is **OBLIGED TO REGISTER** with the Professional Board for Psychology as an intern psychologist. Where already accredited internship placements are involved and the academic prerequisites are not in doubt, a grace period of **ONE** month is allowed for completing the registration. The onus rests on the candidate to ensure that he/she is registered and receive a registration number.

#### 1. Question

I will do my internship at a non-accredited institution and need to compile an internship programme: What needs to be in the programme?

#### Response

The application must be submitted by the candidate together with written undertakings from the supervising university and each of the psychologists who will be providing in situ supervision, each of whom will stipulate approval of the proposed programme of training and confirm the dates of commencement and completion of training, such supervising psychologist shall meet the requirements for supervision as contained in this document.

The following information must be submitted with the application to the Professional Board for Psychology for approval of the tailored internship: complete details of the 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 including details of the type of training activity, the client spectrum involved, the specific psychological tests used and/or skills which will be developed, techniques in which training is to be provided, and full time based details of individual and group supervision arrangements which is to be provided, details of experience of team work with other professionals or colleagues is also important. The internship programme had to reflect 52 weeks including leave days.

The supervising psychologist(s) **must** provide their professional registration number. The specially tailored internship programme must be submitted to the Board for approval **at least 3 months** PRIOR to commencement of the internship.

Supervising psychologists **MUST** be registered in the same professional category as the intern psychologist

The frequency of supervision of interns psychologists is at least one hour face-to-face meetings weekly or 2 hours every second week.

## 2. Question

Is it permissible to do the 12 month's internship on a part time basis?

### **Response**

The internship is a **full-time** internship of 12 months and at least 40 hours per week.

## 3. Question

May I do my internship at different institutions?

### **Response**

You may do your internship at different institutions. However, you will be required to furnish the Board with the following documents:

- i. internship programme from each institution indicating the period of internship;
- ii. letters from different the supervising psychologist/s, registered in the same category wherein it is confirmed that he/she would be willing to act as supervisor for the duration of the internship;
- iii. letters from the different training institution/s consenting to accommodate you as intern for the duration of the internship;

- iv. a letter from the collaborating department of psychology at the university agreeing to act as such for the duration of the internship.

**4. Question**

May I do my internship with a private psychologist?

**Response**

A **MAXIMUM** period of **ONLY** three months of any specially tailored internship programme may be served in a private practice in which case the private practitioner must comply with the requirements to act as a supervising psychologist. In no circumstances may an intern work in or be employed in a private practice, as an intern or as a psychologist, unless this arrangement forms part of an internship training programme which has been formally approved by the Professional Board for Psychology.

**(See Form 160: Guidelines for Universities, Training Placements and Intern Psychologists)**

**5. Question**

Do you have a list of institutions where I can do my internship?

**Response**

The Board has a list of accredited institutions for the training of intern psychologists (form 77).

**(See form 77)**

**6. Question**

May I interrupt my internship and then continue at a later stage?

**Response**

During the first term of internship, only a **full time** period of **not less than 6 months** will be recognised and thereafter **only full time periods of not less than 3 months.**

If an internship is interrupted (e.g. because of illness) during the first term of internship, **ONLY** a full time period of **not less than 6 months** will be recognised by the Professional Board for Psychology and thereafter only full time periods of **not less than 3 months.** This must be done with the permission of the Board.

**(See form 160 : Guidelines for Universities, Training Placements and Intern Psychologists)**

**7. Question**

If I experience problems with my internship, what should I do?

**Response**

If you and/or your supervising psychologist realised that you will not be in a position to complete your internship within the 12 months provided therefore since you have a problem with e.g. a module in the internship, you or your psychologist could request the Education Committee in writing for extension of the internship and the reasons for the extension must be clearly indicated. The time needed to complete the internship must also be indicated in the letter.

**8. Question**

After the M1 year, how long do I have to register as an intern?

**Response**

An internship **MUST** commence **within two years** of completing the first year of a directed Master's degree. In exceptional circumstances the Professional Board for Psychology may permit a longer lapse of time, provided the university concerned supports the application in writing, and the Professional Board for Psychology finds a fully motivated application acceptable.

A **maximum** period of **one** year after completion of an internship will be allowed for completion of the dissertation of the Master's degree.

**(See form 160: Guidelines for Universities, Training Placements and Intern Psychologists)**

**9. Question**

Are there specific timeframes for registration?

**Response**

On successful completion of the 12 month's internship, the internship duty certificate (Form 27) has to be duly completed and signed by the following persons:

- i. Head of the Department/Section concerned of the institution or his official deputy/**supervising psychologist**;
- ii. Administrative Head of the Institution or his/her official deputy;
- iii. Head of the Department of Psychology of the supervising University or hi/hers official deputy;

<b>4. PSYCHOLOGIST</b>
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**1. Question**

If I complete my Master's degree, what are the requirements for registration as a psychologist?

**Response**

In order to register as psychologist your dissertation and the internship have to be completed and thereafter you have to sit for the National Board's Examination.

If your dissertation is completed and you are in the last 3 months of your internship, you could apply to sit for the examination.

If your internship is completed and you are still in the process to complete the dissertation, you could sit for the examination once you handed in the **final dissertation**.

**2. Question**

What is the procedure to apply for the examination of the Board?

**Response**

Form 260 (application to sit for the Board Examination) has to be duly completed and submitted to the Board on or before the deadline as specified in the examination guidelines (form 255).

**(See form 260 and form 255) (shared/doc/psychology/forms psychology)**

**3. Question**

After completion of the examination, which forms must be completed to register as psychologist?

**Response**

Form 24-PS must be duly completed and send to the Registration Department of the HPCSA together with all the relevant documents mentioned in the form.

**4. Question**

I have my Master's degree results, but the actual graduation will take placed later, what should I do to register?

**Response**

The university may complete form 23, section C, confirming that you have comply with all the academic requirements of the Master's degree.

**5. Question**

What is a Notary Public?

**Response**

A Notary Public is an attorney who specialised in the certification of documents.

**6. Question**

Are psychologists required to do community service?

**Response**

Currently only **clinical psychologists** are required to do community service.

Clinical psychologists are required to register with the HPCSA **prior** to commencement of community service. Form 24-PS has to be duly completed.

On completion of the 12 month's community serve they are required to submit the following documents:

Forms **23 (independent practice)** and **27 (community service)**.

**7. Question**

I would like to know which category of psychologists is allowed to do psycho-legal activated

**Response**

Psycho-legal work is open to anyone. Here are examples:

1. An industrial psychologist may assist the courts or insurance companies in determining employability of and individual, his/her limitations, career prospects, salary determination etc., following an accident or injury at work.
2. A clinical psychologist may assist the courts by determining whether a person had a pathological condition when he committed the crime.
3. A counselling psychologist may give opinion to the courts on the suitability of parents in determining custody
4. An education psychologist may assist the court in determining the impact on an injury or accident on the learning and development
5. A research psychologist may testify in court about the research methodology used in designing a psychological tool or intervention
6. A Neuro-psychological psychologist may assist the courts in determining the effects of a condition on neurological functioning
7. A forensic/psycho-legal psychologist specialises in the provision of psychological services in relation to the law and courts, which may cover those listed above.

**8. Question**

I am currently registered as a Clinical Psychologist and I would like to register as a Counselling Psychologist.

**Response**

In order to be registered as a Counselling Psychologist will be required to:

- a) successfully complete an accredited Masters degree in Counselling Psychology;
- b) successfully complete an approved uninterrupted internship of 12 months;
- c) pass the National Board Examination.

You are however at liberty to approach any University that is offering a Masters Degree in Counselling Psychology, with a view of obtaining credits towards completion of a Masters Degree in Counselling Psychology

<b>4.1 FOREIGN QUALIFIED PERSONS</b>
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**1. Question**

I have foreign qualifications. What is required of me to work in South Africa?

**Response**

In order to work in South Africa in the field of psychology you have to be registered with the HPCSA.

The application form (form 91) must be duly completed and submitted to the Board together with the SAQA evaluation and the relevant documents as specified in form 91, as well as proof of payment of the administration fee.

Your application will be considered by the Education Committee of the Professional Board.

A communication will be addressed to you after the meeting informing you of the outcome of the meeting.

## SCOPE OF PRACTICE

<b>5. PSYCHOLOGISTS</b>
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### 1. Question

What are the different registration categories for psychologists?

#### **Response**

Clinical psychologist, counselling psychologist, educational psychologist, industrial psychologist and research psychologist.

### 2. Question

What is the scope of practice for the different categories of registration?

#### **Response**

#### **Clinical Psychology**

Clinical Psychologists assess, diagnose and intervene with people in dealing with life challenges, particularly those with developmental and relatively serious forms of psychological distress and/or psychopathology.

#### **Counselling Psychology**

Counseling Psychologists assess, diagnose and intervene with people in dealing with life challenges and developmental problems to optimize psychological well- being.

#### **Educational Psychology**

Educational Psychologists are involved in assessment, diagnosis and intervention in order to optimise human functioning in the broad context of learning and development.

#### **Industrial Psychology**

Industrial and Organizational Psychologists plan develop and apply paradigms, theories, models, constructs and principles of psychology to issues related to the world of work in order to understand, modify, enhance individual, group and organizational behavior effectiveness.

#### **Research Psychology**

Research Psychologists are involved in planning, developing and applying psychological research methods which have broad scientific validity among scientific peers.

**(See form 224)**

## NATIONAL BOARD EXAMINATION

6. EXAMINATION FOR PSYCHOLOGISTS, REGISTERED COUNSELLORS AND PSYCHOMETRISTS
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### 1. Question

Who are required to sit for the examination?

#### **Response**

All persons who wish to register in any of the psychology registration categories have to sit for the examination prior to registration, e.g. psychologist, registered counsellor or psychometrist.

### 2. Question

I am required to do community service when may I write the examination?

#### **Response**

You may either write the National Examination prior to commencement with community service, during your community service year or after successful completion of the 12 month's community service, but **prior** to registration for independent practice/private practice.

### 3. Question

What are the examination dates and the closing dates for applications?

#### **Response**

The examinations are conducted on the first Wednesday of February, June and October of each year in all the major centres, i.e. Cape Town, Port Elizabeth, Bloemfontein, Durban, Johannesburg, Pretoria and Polokwane,

The closing dates for applications to write the examination are as follows:

**31 December for the February examination**

**30 April for the June examination**

**31 August for the October examination**

**(See form 255: Generic Examination Guidelines For Psychologists, Registered Counsellors And Psychometrists)**

#### 4. Question

Is the examination base on the theory that formed part of the university degree?

#### **Response**

The National Examination does not assess theoretical knowledge, as this is examined by the universities. The National Examination focuses on issues within the South African context, e.g. multi-cultural issues, HIV/AIDS, ethics, the ability to assess, diagnose and plan the necessary intervention, etc.

The Examinations of the Board are **not** open book examinations. Each examination is a three hour written paper of 100 marks. The examination papers for psychologists contain only paragraph questions and the examination papers for registered counsellors and psychometrists multiple choice questions, as well as paragraph questions.

The examination paper for registered counsellors is a **generic** examination paper and is not category specific. The same principle applies to the examination paper for clinical, counselling and educational psychology. There are examination papers for:

- i. Clinical, counselling and educational psychology
- ii. Industrial psychology;
- iii. Research psychology;
- iv. Registered counsellors (generic paper)
- v. Psychometrists (independent practice)

**(See form 255: Generic Examination Guidelines For Psychologists, Registered Counsellors And Psychometrists)**

#### 5. Question

What are the examination fees and when is the deadline for payment of the fees?

Psychologists: R726,00

Psychometrists: R363,00

Registered counsellors: R363,00

**Proof of payment of the examination fees, (eg. a deposit slip) must be submitted together with the application form for the examination.**

**No candidate will be permitted to sit for the examination unless the examination fee has been paid and proof send to the Board**

**PLEASE NOTE THAT THE EXAMINATION FEE WILL INCREASE EACH YEAR**

7. **Question**

If my name is placed on the examination list and I am unable to sit for the examination, may I request to postpone until the next examination?

**Response**

Cancellation of an application to sit for the examination should be done in writing and should be faxed to 012 338 9474 or 012 338 9404. **Cancellation will be subject to forfeiture of the examination fee (the fee is levied to recover costs for the printing of the examination study material and other administrative costs).**

8. **Question**

What is the pass mark for the examination?

**Response**

The pass mark for the examinations is 70% and candidates are required to obtain a **sub-minimum** of 70% for the question on ethics, in order to pass the examination.

9. **Question**

How long after the examination will the results be available?

**Response**

The results of the examinations will be available **± 3 weeks after the date of the examination** and will be communicated to you in writing or contact the call centre on 012 338 9300/01

10. **Question**

If I am unsuccessful in the examination, may I sit for another examination?

If you are unsuccessful in the examination you may repeat the examination as many times as you wish within a two year time frame. You are required to advise the Board in writing on or before the closing date of the specific examination of which you intention to re-write the examination.

11. **Question**

May I ask for a remark of my script?

**Response**

You may apply for a remark of your examination script **once** only. The written application has to be submitted to the Board within **one week** of date of receipt of the examination results.

The fees payable for a remark is 50% of the examination fee.



## ERASURE OF NAME

<b>7. ERASURE OF NAME FROM THE REGISTER</b>
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**1. Question**

I will be working abroad for the next 2-3 years. What should I do about my registration with the HPCSA?

**Response**

You have two options, namely to pay your annual fee every year or alternatively to request in writing that your name be removed from the relevant register in terms of section 19(1)(c) of the Health Professions Act, 1974 (Act 56 of 1974), i.e. at your own request.

## RESTORATION

<b>8. RESTORATION OF NAME</b>
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### 1. Question

My name is removed from the register due to non-payment of annual fees. What is the procedure to restore my name to the register?

### Response

#### **A Restoration of name to the register after voluntary erasure in terms of Section 19(1)(c) of the Act:**

1. Application from a practitioner who has NOT been practising his/her profession:
  - 1.1 If a practitioner's name is voluntarily removed from the register and the practitioner was not practicing his/her profession, the following will apply:
    - If a person requests reinstatement following a period exceeding two (2) years from the date of erasure, the professional board concerned may impose one or more of the following conditions before reinstating such a practitioner onto the register :-
      - (a) a period of supervised practice as may be determined by the Professional Board will be required; or
      - (b) any form of assessment as determined by the relevant Professional Board, including a written or oral and/or clinical examination in relevant areas of practice.
    - Upon successful completion of these requirements, the practitioner may then be restored to the register subject to the payment of the necessary fees.
  - 1.2 The following have to be submitted with the application for restoration:
    - (a) A duly completed application form, Form 18 signed in front of a Commissioner of Oaths;
    - (b) The applicable annual fee for that year; and
    - (c) Any proof of CPD activities attended to during the time of erasure.
2. Application from a practitioner who HAS BEEN practising his/her profession outside SA:
 

If a practitioner has been registered with an acceptable other Professional Board or an equivalent licensing institution/body/regulating authority outside South Africa the following will apply:

  - A duly completed application form, Form 18, signed in front of a Commissioner of Oaths;
  - The applicable annual fee for that year;

- A Certificate of Good Status, which is not older than three months, issued by the country/institution/body/regulating authority;
- A detailed CV detailing the work experience with proof of registration/work experience in that country; and
- Proof of compliance with the CPD requirements of that country/institution/body/regulating authority or a summary of CPD activities with accompanying certificates completed during the period of erasure.

**B Restoration of name to the register after erasure in terms of Section 19(1)(d) of the Act, failure to pay the annual fee:**

1. If a practitioner's name is removed from the register in terms of Section 19 (1) (d) for a period exceeding two (2) years, the professional board concerned may impose one or more of the following conditions before reinstating such a practitioner onto the register:-
  - (a) a period of supervised practice as may be determined by the Professional Board; or
  - (b) any form of assessment as determined by the relevant Professional Board, including a written or oral and/or clinical examination in relevant areas of practice.
2. If a practitioner's name is removed from the register for a period less than two (2) years, such a practitioner may be restored onto the register without having to comply with the requirements stipulated in 1 above.
3. Practitioners wishing to restore their names in the categories 1 and 2 above shall pay the necessary restoration fees as stipulated in the regulations.
4. In addition to the payment of restoration fees, a practitioner should provide proof of CEUs that may have been collected during this period.

Further to the payment of restoration fees, the Regulations also stipulate that an application for restoration form, Form 18 has to be completed and signed in front of Commissioner of Oaths and should accompany any application for restoration. The restoration application can only be processed upon receipt of the duly completed form and the proof of payment of the applicable restoration fee.

5. Upon successful completion of these requirements, the practitioner may then be restored to the register subject to the payment of the necessary fees.

**C Restoration of name to the register following disciplinary action:**

1. These applications should be submitted to the relevant professional board for their specific resolution and should include the following:
  - Evidence that the practitioner is a fit and a proper person to be so restored and that he or she is sufficiently rehabilitated.

- Documentation stipulated in the application form for restoration of a name to the register indicating that the applicant has reformed or rehabilitated him-/herself to such an extent that he/she is a fit and proper person to be enrolled on the register as outlined in Form 115;
2. If a practitioner's name is removed from the register for disciplinary reasons the following will apply:
- If a person requests reinstatement following a period exceeding two (2) years, the professional board concerned may impose one or more of the following conditions before reinstating such a practitioner onto the register :-
    - (a) a period of supervised practice as may be determined by the Professional Board; or
    - (b) any form of assessment as determined by the relevant Professional Board, including a written or oral and/or clinical examination in relevant areas of practice.
  - Upon successful completion of these requirements, the practitioner may then be restored to the registered subject to the payment of the necessary fees.

**D Reinstatement of name following ill health or impairment:**

1. When a practitioner who had been exempted from payment of the annual fee due to ill health or who had been suspended due to impairment in terms of Section 51 of the Act, applies for reinstatement of his/her name to the register s/he has to submit a certificate of fitness or documentary evidence in support of the reinstatement issued by an appropriately qualified registered practitioner.
2. The application for reinstatement for impaired practitioners should be submitted to the Health Committee.
3. All other health related applications should be submitted to the Registrar.
  - If a practitioner's name is removed from the register for ill health or impairment reasons, the professional board concerned may impose one or more of the following conditions before reinstating such a practitioner onto the register :-
    - (a) a period of supervised practice as may be determined by the Professional Board; or
    - (b) any form of assessment, including a written or oral and/or clinical examination in relevant areas of practice.
4. Council must be satisfied on the basis of objectively ascertainable evidence that the applicant is competent and a fit and proper person to continue practice of the profession.

**E Generic Considerations For Restoration**

1. Council reserves the right not to restore a practitioner if it is not satisfied that the applicant practitioner is a fit and proper person to be so restored based on objectively ascertainable criteria and evidence as listed in the categories herein above.

## PSYCHOMETRICS

### 9. PSYCHOLOGICAL TESTS

#### 1. Questions

Who may administer psychometric tests?

#### **Response**

Psychometric tests may be administered only by registered persons, e.g. psychologists, psychometrics and registered counsellors.

(See form 207)

#### 3. Question

Where could I obtain psychometric tests?

#### **Response**

You may obtain the tests from the test developers/distributors or the Human Sciences Research Council.

#### 4. Question

What are the requirements for the classification of a test?

#### **Response**

2 Completed sets of the test have to be submitted to the Psychometrics Committee for evaluation and classification.

The guidelines for the evaluation and classification of tests are contained in form 208.

## COMMUNITY SERVICE

### 10. CLINICAL PSYCHOLOGISTS

#### 1. Question

What are the requirements for commencement with community service?

#### **Response**

You will only be in a position to commence with community service **once you have registered as a psychologist (community service) with the HPCSA.**

In order to register as a psychologist (community service) you have to comply with **all** the academic requirements of the Master's degree as well as the internship

#### 2. Question

May I do private work during my community year?

#### **Response**

It is not permissible to practice privately since you are registered in the category community service/public service and not in the category independent practice.

#### 3. Question

Where can I do my community service?

#### **Response**

You have to consult with the Department of Health regarding placement in community posts, since the Minister of Health regulated the community service.

Council is not involved in the placement of community service posts.

#### 4. Question

What are the requirements for leave and sick leave during my community year?

#### **Response**

All matters relating to community service has to be taken up with the Department of Health.

5. **Question**

After completion of my community service, which forms must be completed to change my registration category to psychologist (independent practice/private practice)?

**Response**

Forms **23 (independent practice)** and **27 (community service)** have to be duly completed and submitted to the Registration Department of the HPCSA.

## CONTINUING PROFESSIONAL DEVELOPMENT

### 11. CPD FOR THE PSYCHOLOGY PROFESSION

#### 1. Question

When has CPD been implemented for the psychology profession?

#### **Response**

Compulsory CPD has been implemented for the psychology profession from 1 January 2007.

#### 2. Question

Who are required to comply with CPD?

#### **Response**

All practitioners registered in the psychology profession have to comply with CPD requirements:

#### 3. Question

Are the CPD guidelines available on the website?

#### **Response**

Yes, the guidelines are available on the website: [www.hpcsa.co.za](http://www.hpcsa.co.za).

#### 4. Question

Is there a list available with the accredited CPD providers and activities?

#### **Response**

Yes, the list is available on the website: [www.hpcsa.co.za](http://www.hpcsa.co.za).

You may attend any programme relevant to psychology if the programme has been accredited by the Professional Board for Psychology. Therefore, it will be necessary for the providers of those programmes to apply to the Board for accreditation and allocation of CEU's.

#### 5. Question

How many CEU's must I accumulate?

#### **Response**

All registered persons receive 30 bonus CEU's for 2007.

60 CEU's have to be collected during a 2 year cycle. The current cycle will end on 31 December 2008.

6. **Question**

Must I obtain at least 30 CEU's every 12 months?

**Response**

It is a 24 months cycle and you are required to obtain 60 CEU's during this period.

## INTERNSHIP SITES/INSTITUTIONS

<b>12. ACCREDITATION OF INTERNSHIP SITES</b>
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**1. Question**

What are the requirements for an institution to be accredited as an internship site?

**Response**

An internship programme, CV's of the psychologists that will be the supervising psychologists as well as information on the facilities available, must be forwarded to the Accreditations and Quality Assurance Committee for approval.

The internship programme must be compiled according to the guidelines for the specific category that the institution wishes to be accredited for.

**See forms 103, 104 (clinical), 105 (counselling), 242 (education), 218 (industrial) and 107 (research), as well as form 160 (guidelines for universities, training placements and intern psychologists**

## PRIVATE PRACTICE

<b>13. PRIVATE PRACTICE NUMBER</b>
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**1. Question**

Who could I contact regarding a private practice number to enable me to submit claims to medical aids?

**Response**

The Board of Healthcare Funders at 011 - 5370200 or [bhf@bhfglobal.com](mailto:bhf@bhfglobal.com).

**2. Question**

Who could I contact regarding medical and tariffs that a psychologist/psychometrist/registered counsellor may charge?

**Response**

Medical aid tariffs are contained in the National Health Reference Price List (NHRPL)>

You could contact the Council of Medical Schemes at 012 - 4310500.

## PROFESSIONAL ASSOCIATIONS

### 14. PSYCHOLOGICAL SOCIETY OF SOUTH AFRICA (PSYSSA)

Psychological Society of South Africa (PSYSSA)  
P O Box 989,  
HOUGHTON  
2040

Tel: 011 - 4863322  
Fax: 011 - 4863266  
e-mail: [psycssa@psyssa.com](mailto:psycssa@psyssa.com)

### 15. SOCIETY FOR INDUSTRIAL AND ORGANISATIONAL PSYCHOLOGY OF SA (SIOPSA)

Society for Industrial and Organisational Psychology of SA (SIOPSA)  
P O Box 577  
FONTAINEBLEAU

Tel: 0860 SIOPSA (746772)  
Fax : 086 558 4097  
e-mail: [info@siopsa.org.za](mailto:info@siopsa.org.za).

### 16. SOUTH AFRICAN CLINICAL NEUROPSYCHOLOGICAL ASSOCIATION (SACNA)

The South African Clinical Neuropsychology Association (SACNA)  
P O Box 33  
NEWLANDS  
7725

Tel: 021 - 6717650  
Fax: 021 - 7996131  
[info@sacna.co.za](mailto:info@sacna.co.za).