

**ALLIED HEALTH PRACTITIONERS COUNCIL OF
ZIMBABWE**

**PSYCHOLOGIST TRAINING, REGISTRATION AND
PRACTICE IN ZIMBABWE
(2016 REGULATIONS)**

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1. INTRODUCTION

These guidelines have been developed by the Psychology Education Committee (PEC) of the Allied Health Practitioners Council (AHPCZ) to assist clarify the training, internship, registration and practice requirements as well as to prepare candidates who have to sit for the exams as part of their registration requirement. For registration as a Psychologist in any of the professional registration categories, the formal academic requirements stipulated for professional education in psychology as well as the relevant internship must have been completed.

The roles and obligations of different role players involved in such training are also outlined herein.

2. GLOSSARY OF TERMS

The Board refers to AHPCZ. The Board is responsible for the oversight of the quality of education and training in Psychology and accredits institutions and the programmes offered by such institutions.

Psychologist refers to an individual who has completed all academic and internship requirements of the Psychology profession and has been duly registered by the Board as a Practising Psychologist. A Psychologist is empowered to perform psychological acts within a specific category of registration (e.g. clinical; counselling; educational; industrial; research, etc.).

Intern is a graduate Psychology trainee registered as an intern who has to complete an accredited internship programme prior to registration as a professional Psychologist.

Internship-a formal program that provides practical experience to explore and gain relevant knowledge and skills required to practice independently as a registered Psychologist.

Training institution denotes the institution that is officially accredited by AHPCZ.

Supervisor, or supervising Psychologist, is a Senior Psychologist that has been registered as a Psychologist with the Board for more than three years.

3. ROLE OF THE ALLIED HEALTH PRACTITIONERS COUNCIL

The Allied Health Practitioners' Council of Zimbabwe is a statutory board established by the Health Professions Acts 27:19. Subject to this Act, some of the functions of the Council shall be:

- (a) To assist in the promotion of the health of the population of Zimbabwe; and
 - (b) To regulate, control and supervise all matters affecting the training of persons in, and the manner of the exercise of, the professions.
- (2) For the better exercise of its functions, the Council shall have power to do or cause to be done all or any of the things specified in the Second Schedule, either absolutely or conditionally and either solely or jointly with others.

The AHPCZ controls the education and training of Psychologists. This is done by setting standards for education and training and ensuring that the standards are adhered to. The AHPCZ therefore has a statutory obligation to act on behalf of the profession by providing guidance to the profession to ensure that practitioners act in the interest of the public. It is the role of this Board to increase consumer protection through the examination and certification of Psychologists who demonstrate competence in approved specialty areas in the profession of Psychology. To carry out its mandate, the AHPCZ collaborates with other boards such as the Health Professions Authority (HPA), Zimbabwe Council for Higher Education (ZIMCHE) and any others where necessary.

In the case of internship training, the role of the Board is to ensure that interns are adequately trained and sufficiently competent on completion of their internship programmes. This will ensure that newly qualified practitioners are adequately prepared to practice when applying to the Board for registration as Psychologists. Training is only permitted at institutions that are accredited or approved by the board.

For the better exercise of its functions, the council shall establish various committees including education committees.

Psychology Education committee (PEC)

On the establishment of an education committee in terms of paragraph (d) of subsection (1) of section sixty seven, a council—

Subject to any general directions given to it by the council concerned, the functions of an education committee shall be:

- (a) To supervise the education and training of AHPCZ practitioners as the council may specify;
- (b) To advise the council on any matter concerning the education or training of the classes of health practitioners of AHPCZ
- (c) To satisfy itself and the council that in every teaching institution the curricula for the education and training of the classes of health practitioners referred to in paragraph (a) are such that graduates will have sufficient basic knowledge to practice their profession or calling; and the facilities provided to enable them to gain experience in their profession or calling, are appropriate and adequate; and
- (3) For the purpose of carrying out its functions, an education committee may, subject to the general direction and guidance of the council concerned—
 - (a) visit any university, hospital or other institution or premises where instruction is given to or examinations conducted for students who intend to apply for registration as health practitioners of AHPC;
 - (b) Observe and monitor any instruction or examinations such as are referred to in paragraph (a); and
 - (c) On behalf of the council, engage the services of inspectors to perform any function.

4. PSYCHOLOGY INTERNSHIP

The primary purpose of an internship is to **integrate, apply and refine** student Psychologists' attitudes, competencies and skills that are necessary for independent functioning as a Psychologist in a variety of settings. Expected competencies vary according to the specific registration category.

An internship provides potential Psychologists with hands-on, authentic experience in a work setting. Ideally, internships enable interns to:

- (a) Integrate and use the knowledge and skills gained from their academic training,
- (b) Discover where further competence is needed,
- (c) Take steps to acquire that competence under supervision, and
- (d) Become better acquainted with the types of work settings in which such competence can be applied.

INTERNSHIP CATEGORIES AND SPECIFICATIONS

The Board recognises Psychology registration and internship training in the following registration categories:

- a) Clinical Psychologist
- b) Community Psychologist
- c) Counselling Psychologist
- d) Educational Psychologist
- e) Engineering Psychologist
- f) Forensic Psychologist
- g) Neuro Psychologist
- h) Occupational/Industrial Psychologist
- i) Research Psychologist

ACADEMIC PREREQUISITES FOR PSYCHOLOGY INTERNSHIP

In order for candidates to be registered as Psychologists, the theoretical knowledge/ coursework should be completed ***within five years*** after registration as a student Psychologist. Should candidates fail to register within the five year period, they will be required to submit a clearance report issued by their university. The clearance report should stipulate the university's declaration of approval of the candidate's level of

theoretical knowledge. Such a report needs to be submitted to the Education Committee of the Board for consideration.

Registration as a Psychologist shall be undertaken as follows:

- a) **5+1:** Three (3) years BSc Honours and Two (2) year Masters' Degree plus One (1) year internship.

An applicant who completed the ***equivalent of five years of study in Psychology*** may then seek internship training in the relevant registration category of professional psychology (i.e. in the category completed in the year one of a master's course)

- b) In circumstances where academic studies are not as outlined in above, but are believed to be equivalent to the above formal requirements outlined, applicants may submit details to the Board for consideration.

Applications for the acceptance of alternatives to the formal academic studies stipulated need to be submitted at least three months prior to the intended date of commencement of the internship. If such an application is accepted by the Board, it is the responsibility of the applicant to obtain an internship training placement.

5. SUPERVISION

A supervising Psychologist needs to be registered in the same professional category as the psychology intern and is required to possess demonstrable competencies in the category in which supervision is provided. In circumstances where this is not so, special approval has to be sought from the Board.

The supervising Psychologist is obliged to ensure that the psychology intern is registered as such and is registered in the correct category.

The supervising Psychologist needs to ensure that all the domains and activities contained in the internship program be thoroughly completed by the psychology intern.

Supervision of interns requires that the supervising Psychologist is accessible and available for regular personal contact in the form of structured mentoring and evaluation that focus on the development of the intern's competencies that pertain specifically to the psychological services rendered directly by the intern. Psychology interns' progress need to be carefully monitored by the supervising Psychologist.

It is expected of the supervising Psychologist to spend at least 60 hours on individualised interaction with and observation of each intern. The 60 hours should be evenly spread across the duration of the internship, e.g. one hour/week.

A ratio of **ten (10) interns** to each supervising Psychologist **shall not** be exceeded. Where the ratio requirement cannot be adhered to, prior Board approval is required.

Supervising Psychologists need to at all times abide by the ethical guidelines that regulate the supervisor-psychology intern relationship. They would need to apply to the Board for accreditation to supervise.

Supervisor Criteria

The following criteria must be met for someone to be approved to supervise interns:

1. Supervisors should have at least three years post-graduation/training appropriate practical experience before they can supervise interns.
2. Supervision can only be in an area of specialization and/or registration unless prior approval is sought from the board for any special consideration.
3. Supervisors should have at least a Masters' Degree in Psychology from a recognized university.
4. Supervisors are expected to have met all CPD requirements for the previous and/or current year before their interns are considered for registration.
5. They must be of good standing having paid all AHPCZ dues.
6. The AHPCZ Psychology Education Committee must approve the supervisors on an annual basis and circulate a list for potential interns to choose from.
7. Supervision fees *should not be more than ZW\$500/month per intern*. This will be reviewed from time to time by the Board. Supervisors must undertake to abide by

the agreed general fee structures approved by the Psychology Education Committee on an annual basis.

8. A supervisor **should not have more than ten (10) interns** under their supervision at any given period.

Supervisor Application Process

Psychologists who meet the qualification should apply for the approval to supervise on the relevant form stating the following including the attachments:

- CV detailing qualifications and experience
- Academic and Professional Qualifications – Attach certificates
- Attach Registration and Practicing certificates
- State Supervision/teaching experience

Reports

Supervisors are required to abide by the internship programme

Progress reports are required from the intern and the supervisor quarterly

The Supervisor **must attend at least one supervision seminar** run by the AHPCZ per year.

ROLES AND RESPONSIBILITIES OF PSYCHOLOGY INTERN

Interns should practice solely within their Practice Framework for the specific registration category as determined by the Board. Interns are expected to exhibit professionalism at all times during the internship experience. This professionalism should be evident in their interactions with clients, co-workers, and supervisors. Interns are expected to apply their knowledge, skills, and abilities in the performance of all duties, to behave ethically, and to follow all rules and policies of the internship training institution and of the Board.

Interns are further obliged to:

- a. Ensure that all domains and activities contained in the internship programme are completed successfully and with demonstrable competence.
- b. Keep accurate **time sheets (log books) of all their activities and supervision sessions.**
- c. Compile and maintain a portfolio of **evidence of all activities**; such a portfolio needs to be available for inspection for a period of three years after registration as Psychologist
- d. Compile and submit to AHPCZ through their supervisor(s) **quarterly progress reports** and **one final integrated report prior to Board Exam.**

Internship Formats

The internship training must be conducted within the specified registration category for which the candidate has registered in the Master's degree.

- a) For clinical related internship training to be recognised by the Board, it has to be conducted in an accredited or approved health institution on a full-time basis (40 hours per week) over a minimum period of 12 months.
- b) Where interns cannot adhere to (a) above, and require specially tailored internship programs, applications for specially tailored internship programmes need to be submitted to the Board for approval at least three (3) months prior to the date of commencement of the internship.

For both formats, an application is submitted by the candidate together with written undertakings from the supervisor 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.

The following information needs to be submitted with the application to the Board for approval of the tailored internship:

(i) Complete details of the programme in the form of a week by week schedule that stipulates the total number of hours and percentage of time allocated to each domain and activities within each domain,

(ii) The client spectrum involved

- (iii) The specific number and types of psychological tests and assessments that will be utilised and/or skills that will be developed
- (v) Specific psychological techniques in which training will be provided
- (vi) Comprehensive time-based details of individual and group supervision arrangements
- (vii) Detail of experience of team work with other professionals or colleagues.

Internship programmes in all registration categories must contain **a minimum ethical and legislative guidelines component of ten percent (10%)**. Interns need to demonstrate that they have mastered the contents and are able to apply all applicable ethical and legislative guidelines in their internship programmes. In addition to formalised and structured efforts at mastering a professional ethics orientation, the intention to be ethically accountable (i.e. considering ethical dimensions, challenges and implications) in all domains of the internship needs to be clearly stated in the proposed programme, be comprehensively described and accounted for in all supervision endeavours, and be comprehensively reported on in all written internship progress reports.

An internship may only commence after the candidate has been approved for internship by the Board. Practical experience that predates the formal academic requirements or internship will not be recognised as part of the internship. This implies that no recognition will be granted for prior learning in the structuring or implementation of internship programmes.

COMMENCEMENT OF INTERNSHIP

An internship must commence within two (2) years of completing the master's degree. In exceptional circumstances the Board may permit a longer lapse of time, provided that the

intern submits an application in writing, and that the Board finds a fully motivated application acceptable.

An extension of four months will be granted from date of expiry of the two (2) year timeframe as described above, subject to receipt of an application for an extension.

Interns who

a. are not in a position to register as Psychologists within two (2) years and four (4) months from date of registration as an intern have to complete a further approved and uninterrupted internship of three (3) months" duration;

b. exceed the timeframe for registration by three (3) to four (4) years, have to complete a further approved and uninterrupted internship of six (6) months" duration;

In both cases a. and b. above, the university at which the candidate was enrolled for his/her master's degree, needs to verify, in writing, that the candidate's theoretical knowledge is still adequately relevant for purposes of registration as an intern, or provide proof that such relevance had been ensured through additional assessment.

c. exceed the timeframe for registration by five (5) years or more, will not be permitted to obtain placement as an intern or have a programme approved.

COMPLETION OF INTERNSHIPS

If a part or all of an internship was not undertaken at an accredited training institution, it is the responsibility of the intern and supervisor to seek approval from AHPCZ and to ensure that all general and specific requirements had been fulfilled.

All requirements for registration as a professional Psychologist must be completed within two years of date of registration as a psychology intern.

Registration as a psychology intern is permitted for a maximum period of two (2) years. If an internship has been completed, but the intern has not yet complied with all the academic requirements for the degree, (i.e. the dissertation has not been completed) and the Board Examination has not been successfully completed, the performance of any act of a psychological nature or professional registration as a Psychologist will not be permitted. Those in this situation may not practice either as a Psychology intern or as a Psychologist, nor may they be employed as such by an institution or a Psychologist in private practice.

UNSATISFACTORY PERFORMANCE OF INTERNS

Since clients of psychological services have the right to receive quality services and adequate feedback, the internship training institution, in collaboration with the supervising university, should have a process in place for addressing concerns regarding an intern's performance.

In the event of unsatisfactory performance of an intern, a written report should be submitted. The report should be submitted to the Psychology Education Committee of the Board with recommendations for:

- A. the termination of the internship at a given date; or
- B. the extension of the internship with clearly specified objectives; such an application for an extension is to be submitted no later than the date of submission of the second quarterly progress report or during the sixth month of the internship, but preferably earlier.

REMUNERATION OF INTERNS

Since interns provide services that are valuable to the institution or practice in which they work, the Board supports the principle of paid employment of interns.

The employment and remuneration of psychology interns is to be mutually agreed between the training institution and the intern. Although the Board cannot dictate the remuneration of interns, it is expected that training institutions will remunerate their psychology interns fairly to thus enable them to at least cover basic living and transport costs.

INTERNS IN PRIVATE PRACTICE

A maximum period of three months **ONLY** for any specially tailored internship program may be served in a private practice under a registered supervisor. In no circumstances may an intern work in or be employed in a private practice as an intern or as a Psychologist.

IMPAIRED INTERNS

The expression “impaired” means a mental or physical condition, or the abuse of or dependence on chemical substances, which affects the competence attitude, judgment or performance of a student or another person registered.

Management of stress in the study and practicing of psychology requires special attention at all levels, but especially in students, interns and young practitioners. Factors creating stress need to be identified by supervising Psychologists and be addressed in a timely manner.

Early identification and treatment of impairment in students and interns are encouraged. In terms of the Board’s ethical rules, a registered member of the profession has a responsibility to report impaired interns to the Board. Should an intern become mentally or physically incompetent to perform psychological acts as are required professionally, the

matter should be reported to the Board. The Committee will investigate the circumstances based on the relevant evidence submitted and provide guidance on the treatment and rehabilitation of the psychology intern or deal with the matter as circumstances dictate.

6. PSYCHOLOGIST REGISTRATION REQUIREMENTS

Professional registration may only follow registration as a psychology intern. A person without valid registration as a psychology intern may not be registered as a professional Psychologist.

1. Registration of Psychologists – New requirements

- a) The minimum requirement for registration is an Honors Degree in Psychology plus a Masters' Degree in Psychology in a relevant field with a one year post-graduate structured and supervised internship program.
- b) Therefore the minimum period of academic education for registration as a Psychologist is five academic years plus one year structured and supervised internship.
- c) BSc Honors Degree in Psychology should include a dissertation. Whilst students can commence Psychology Master's Program, they need to register for internship which should be completed within two years after completing their academic Masters' program.
- d) **Current Registered Interns – with Masters' Degree- to be covered under Transition.**
- e) **Current Registered Interns without Masters' Degree** (First Degree holders only)-*To be covered under transitional provisions.*

7. PSYCHOLOGY BOARD EXAMS

1. Overview of the Examination

As from 1 January 2016 all persons will be required to pass the Board Examination prior to their registration as Psychologists. However, ***all those who have submitted their files*** for registration will be registered under the previous regulations.

The Purpose of the Board Examination

The Board Examination ensures a consistent ***professional standard*** of Psychologists in Zimbabwe. In order to be registered as a Psychologist in the main register, candidates are required to pass this examination.

The examination will assess applied psychological knowledge which is the basis of competence in the profession. Importantly, the examination will demonstrate that internship training has produced a practitioner with an appropriate level of applied professional knowledge and competence, which will better protect the public.

Requirement to pass the examination

The following groups must produce evidence of successfully passing the Psychology Board Examination:

1. All provisionally registered psychology interns undertaking the various internship programs.
2. Registrants applying *to return to practice* who have not practiced for more than 10 years when applying for general registration as a Psychologist
3. Foreign-trained Psychologists when applying for registration as a Psychologist, and
4. Registrants who are directed to sit the examination by the Psychology Board or AHPCZ or Tribunal, in relation to a notification concerning their health, performance or conduct under Health Practices Act.

Content of the examination

The examination questions are derived from the internship curriculum to test candidates applied knowledge of the areas of psychology described. The responsibility to prepare and pass the examination rests with the candidate. Candidates are expected to develop a broad strategy for preparing for the examination, including private reading and study, seeking advice and assistance from supervisors, training institutes, and workshop providers, and to seek appropriate structured and unstructured learning opportunities.

The examination is designed to test applied knowledge appropriate for the Psychology Masters training. The curriculum is not designed to test foundational knowledge of the discipline obtained during the first three/four years of psychology at university. Rather, it is designed to test ***the application of this knowledge to practice***, and is therefore ***based on actual case studies, journal articles and professional issues***.

Recommended Readings for the Board Examination

The Board may publish a recommended reading list as a guide to assist candidates preparing for the Psychology Examination. This reading list is recommended but not mandatory.

Supervisors and examination candidates should check the website regularly for updates.

Format of the Psychology Board Examination

Year One (2016): 50% oral and 50% written.

Year Two (2017): Oral 70% and Written 30%

Year Three (2018) Oral – 100%

The Psychology Education Committee will coordinate subject matter experts in to set exams, assess competences and grade/score performance.

Section A (4 questions)

The written examination will be covering the 4 core topics of **Assessments; Reporting & Communication; Ethics & Cultural Aspects of Psychology; and Case Interventions.**

- **Assessment approaches** – to test skills, knowledge and principles of psychological assessment; ability to select, use, and interpret test results appropriately
- **Intervention** - selection and implementation – diagnosis, formulation, intervention, and ongoing monitoring and evaluation.
- **Communication and reporting skills** – communicating with clients, reporting, records, language etc.
- **Applied ethical and professional reasoning** – knowledge of ethical issues, principles as well as professional issues in the practice of psychology.

NB: The questions can be generic in orientation but specific to practice domains.

Oral Examination

It will be aimed at assessing the above areas and presentation skills of the intern. Specific questions will be asked on the candidate after a presentation of their internship coverage.

NB: *The exam will test candidates' applied knowledge and allow them to demonstrate psychological reasoning. Although the questions can rely upon a factual knowledge base, the examination will rely more on the application of that knowledge to actual psychological cases.*

Test questions will be regularly changed so candidates who repeat an exam are likely to get a different set of questions.

Duration of the examination

The total duration of the examination is three (3) hours: Two(2) hours for the Written Exam and One (1) hour for the Oral Examination.

Pass Grade for the Examination

The Psychology Board proposes to apply a scaled passing score of **60%**. The scaled passing score is the Board's view of the minimum level of applied knowledge required for independent psychology practice.

3. Sitting the Examination

Eligibility to sit the examination

To be eligible to sit the examination, candidates must have completed the internship program.

In the event of having failed the examination, candidates must wait three months before being able to re-sit the examination.

Examinations timetable

The timetable of examination dates will be published on the Board website, along with the closing dates for applications. Both written and oral examinations will be done on the same day and are expected to be scheduled at least twice per year, i.e. ***In May and October, from 900 to 1200 hours.***

Transition

Special arrangements for an earlier date may be made for interns who are ready for registration before May 2016.

Application to sit the Examination

Candidates may only lodge one application to sit the examination per period. When advised by AHPCZ of their eligibility, candidates are required to pay the prescribed fee for the examination when scheduling the examination by the application closing date.

Examination fee

Applicants will be required to pay an examination fee [set by the Council for each sitting](#).

Candidates will be required to bring their booking receipt and identification card to the examination centre to be able to register for the examination. Failure to do so may result in refusal to sit the examination.

Normal exam conditions will prevail during the examination day – just a paper and pen/pencil.

Notification of results

Candidates will receive their examination results in writing via mail or email. Results will not be given via the phone.

After the conclusion of the examination, any communication regarding the examinations must be addressed to AHPCZ. Candidates must not communicate with the adjudication staff, members of the Psychology Board or the Board's committees concerning the examination.

Special needs

Candidates with a disability will be able to request support to provide appropriate assistance to allow them to sit the examination. Special needs requests need to be made in advance, and no later than at the time of lodging the application to sit the examination.

AHPCZ to ensure special needs are catered for those with disabilities.

Special consideration

Candidates are permitted to change the date and time of their Examinations seven (7) days prior to the scheduled examination date without forfeiting their examination fee.

Special consideration is the process whereby candidates who are unable to sit or complete an examination due to exceptional circumstance beyond their control may be given an opportunity to re-sit the examination at the next available date without incurring additional examination fees.

Applications for special consideration:

- will only be accepted from eligible candidates
- will not be approved unless there are exceptional circumstances beyond the control of the candidate, and
- Must be supported by convincing evidence of the exceptional circumstances.

Candidates who can demonstrate that they have reasons beyond their control are eligible for special consideration. These reasons include:

- acute illness (e.g. hospital admission, onset of serious illness)
- loss or bereavement (e.g. death of a close family member)
- hardship or trauma (e.g. victim of crime, severe disruption to domestic life)
- unforeseen call-up for service (e.g. military service, court appearance, jury service,

emergency service)

- work commitments and circumstances beyond their control (a letter on company/organisation letterhead from an employer confirming this must be attached to the application form), and
- religious convictions (a letter from a religious leader must accompany the application)
- computer malfunction at the examination centre

Possible outcome of an application for special consideration

Where a request is granted, the usual outcome would be to allow the candidate to re-sit the examination as soon as possible at no additional cost to the candidate.

If approved, special consideration may consist of:

- deferral of the examination until the next available date (no additional or reduced fee), or
- Other special arrangements for undertaking the examination (no additional or reduced fee).

Applications for special consideration must:

- be in writing
- be submitted prior to, or within 14 working days, of the date of the examination (depending on the nature of the request)
- include relevant documentary evidence of the exceptional circumstances beyond the control of the candidate, e.g.
 - medical certificate
 - death certificate
 - police report

- statutory declaration
- examination centre report, or
- evidence of requirement to attend court appearance, jury service, military service, emergency service

A candidate who believes that they have cause to apply for special consideration in relation to the outcome of examination conducted by the Board must apply in writing.

Applications for special consideration are considered by the Psychology Board and the decision of the Board is final.

Policy for examination failure

Candidates who fail the examination will be permitted to re-sit the examination after three months of further supervised practice as a Provisionally Registered Psychologist.

The Board will allow the Provisionally Registered Psychologist (the registrant) up to three examination failures.

In the event of failing three times, the registrant will not be able to sit another examination until their renewal or re-registration is approved by the Board. At this point the Board may:

1. Grant renewal or re-registration and allow the registrant to re-sit the examination up to three additional times.
2. Grant renewal or re-registration with conditions and on those conditions being met, allowing the registrant to re-sit the examination, or
3. Propose to refuse the registrant's renewal.

In the instance of 1 or 2, the Board will provide feedback to the registrant on the knowledge areas requiring improvement.

In the instance of outcome 2 or 3, the registrant may be allowed to make a submission to the Board to support their renewal as a provisionally registered Psychologist.

8. ACCREDITATION OF INSTITUTIONS AND COURSES

The accreditor shall be AHPCZ according to the Health Professions Acts 27:19. The accreditor may appoint an accreditation board to facilitate good governance and accountability. The accreditation board may randomly conduct quality assurance checks.

The role of the Accreditor is:

1. To review and approve applications
2. To monitor compliance to guidelines
3. To investigate complaints against Accredited Service Providers.

All universities and colleges which teach Psychology Majors with a view of having their students register to practice as Psychologists are to send their programs for approval by the AHPCZ in order to facilitate smooth registration of their students.

Proposed core courses

Minimum Psychology courses for a psychology undergraduate program to include a dissertation plus at least 15 core courses (i.e. full 60 hour courses) covering the major areas of Psychology as listed below:

1. Introduction to Psychology (Course content to include how to register as a Psychologist, Ethics and Zimbabwean laws)
2. Social Psychology
3. Research Methods and Statistics
4. Human Learning, Behaviour and Development
5. Psychobiology (Mind, Brain and Behaviour)
6. Cognitive Psychology
7. Personnel Psychology
8. Organisational Psychology
9. Consumer Psychology

10. Forensic Psychology (Psychology & Law)
11. Comparative Psychology
12. Personality Psychology
13. Psychopathology
14. Developmental Psychology
15. Psychometrics

Other courses: Electives

1. Comparative Psychology
2. Health Psychology
3. Applied Cognitive Science
4. Organisational Behaviour and Employee Relations
5. Work Psychology
6. Organisational Learning and Wellness
7. Organisational Research Methods

Monitoring Process

- AHPCZ to monitor courses, lecturers and compliance as mandated by the Health Professions Act 27:19.
- All undergraduate students who wish to practice as Psychologists in their Careers to register as psychology students on the AHPCZ register in order to facilitate the monitoring of their programs. AHPCZ to conduct quality control exercises on all institutions training psychology students.
- Universities and Colleges to send curriculum to AHPCZ for approval.

NB: Entry requirement (selection) of candidates for Psychology Masters degrees should be an Honours Degree in Psychology. No Psychology Master's program should enrol students without the basic background of Psychology that is offered in the Bachelor of Science in Psychology.

Accreditation of Lecturers

All employers of Psychology Lecturers should ensure that all lecturers of psychology courses are registered and they should make registration with AHPCZ a pre-requisite for new employment or renewing job contracts in order to facilitate their students' registration with AHPCZ.

STAFF AUDIT FOR ACCREDITED TRAINING INSTITUTIONS

Audits are meant to promote public confidence that quality provision and standards of practice are being safeguarded and enhanced. To achieve this, AHPCZ will have ultimate monitoring for the quality assurance processes through organised and systematic internal audit processes which will be supported by periodic external audit processes.

Below is an example of the Staff Audit Form to be used:

Name of Staff	Academic Qualifications, Conferring Institutions and Year	AHPCZ Registration Status	Courses Taught

9. CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

Continuing Professional Development (CPD) is the means by which members of the profession broaden the expertise required in their professional lives. Below are possible activities to enhance professional development. The minimum CPD points will be 50 per year. To facilitate transition, the registration, renewal certificates for Practising

Psychologists and Interns would require that these practitioners accrue a **minimum of 30 points** in 2016, then 40 in 2017 and 50 from 2018 onwards. NB: One cannot accumulate **more than 40%** of their points from the same category.

Below is the CPD points Guide Chart.

CATEGORY		POINTS AWARDED	MINIMUM	COMMENTS
1	a. Psychological lecture/ Presentation to the public	2	1 Hour	Points will be awarded to the presenter. The education and liaison committee are supposed to confirm the authenticity of the lecture
	b. Lecturing	2	Semester	Lectures should be in line with psychological education
2	a. Morning/afternoon seminar	1/hour	1/hour	Seminar should be in line with continuous psychological education.
	b. Psychology Conference/Annual Congress	Attending- 5 Presenting- 10	2 Days	Conference should be in line with continuous psychological education
3	a. Publishing in Peer reviewed Journal.	20		First author gets 20 points. Other listed authors get 10 points.
	b. Review of journal article or research proposal	5		Lecturers should not claim points from reviewing proposals of their students which is part of their everyday job
4	a. Professional group meetings	Attending- 2 Presenting- 4	2 hours	e.g. Therapist Support Group (TSG) e.g. ZPA, IPMZ

	b. Attending professional board meetings/functions	2	1 Hour	
5	Achieving an extra Psychology qualification	5 10	Certificate Degree	The qualification should be in line with continuous psychological education
6	Registration with a professional board e.g. ZPA, AHPCZ, PAPU, IPMZ, TSG	2		
7	Participation in external consultation, e.g., external examination/ evaluations/ assessments	2		
8	Direct mentoring or supervision of interns on register with AHPCZ	33 per student per year		A point for each for each student's quarterly supervision report submitted to AHPCZ
9	Community Service	2	per service	
10	Personal psychotherapy for professional growth	2	Session	At least six sessions, compulsory for interns.
12	In-service training activities that are specific to each discipline (e.g. MMPI Training, EMDR training)	5		At least two days

Note: Verification of CPD (e.g. receipts, flyers, citations, certificates of attendance, signature, letter of confirmation, etc.) should be attached.

Course convener/trainer should get accreditation from AHPCZ of value of training, i.e. the number of points a course is worth prior to training.

10. PSYCHOLOGY PRACTICE

A Psychologist can only practice with a registration certificate and current practicing certificate. The scope of practice will be governed by the scope of practice as stipulated by the Psychology Education Committee of the AHPCZ from time to time.

11. TRANSITION

a) **Current Registered Interns – with Masters’ Degree:**

If these interns are currently following an agreed internship program with an approved supervisor, the progress of their internship should be reviewed individually case by case, and as per recommendations of their supervisor, be allowed to complete their internship and sit for the board exam as per new regulations.

b) **Current Registered Interns without Masters’ Degree** (First Degree holders only). Current BSc Degree interns to be registered as Psychologists under current arrangements. However, they will be required to attain a Masters’ Degree ***within five years of completion of their internship***. They should be directed to register for a relevant Psychology Master’s Program within three years of registration and whatever internship years they have done to date; again depending on the internship progression of each intern, this internship can be commuted to be equivalent to one year internship and be allowed to register as a Psychologist.