



The Professional Board for Psychology

# **Training of Intern Counselling Psychologists:**

**Information for Institutions that wish  
to apply for Accreditation of Training  
of Intern Counselling Psychologists**

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## **1 RECOGNITION**

Training can only be recognised if it takes place in an approved institution on a full-time basis (40 hours per week) over a minimum period of 12 months. Institutions that wish to apply for accreditation, for purposes of training intern Counselling Psychologists, must do so in writing.

### **1.1. Staff**

#### **1.1.1. Psychologists**

Full information concerning the full-time and part-time post structure and the number of psychologists on the staff establishment of the institution must be furnished. Details must also be provided regarding the categories in which the psychologists are registered, their training background, and their experience since registration. Institutions must ensure that they have staff members with expertise in forensic psychology or, if such expertise is not available on-site, they must make arrangements to bring in ad hoc forensic services to provide the necessary training and supervision in this area.

#### **1.1.1. Other Professional Personnel**

Information must be provided regarding the full-time and part-time post structure and the number of other professional personnel employed by the institution, including any professionals with expertise relevant to forensic contexts. If these professionals are not available on-site, the institution must ensure access to such expertise through external or ad hoc arrangements.

### **1.2. Spectrum of Cases**

A clear indication must be provided of the nature of the counselling clients available on a continuous basis, with special reference to age and cultural groups. The spectrum of cases should include a diverse range of psychological needs, including those that offer exposure to forensic contexts. This can be achieved through direct client work or through partnerships with external agencies that provide forensic services.

An exposition of a full year's consultations is highly encouraged. If possible, the duration of contact with the clients should be indicated, along with any relevant forensic assessments or interventions conducted during these consultations.

### **1.3. Facilities**

Information must be provided regarding the available testing facilities, including group-discussion rooms, consulting rooms, psychometric tests, test libraries, and audio-visual aids. Facilities should be equipped to support a range of psychological assessments and interventions, including those required in forensic contexts.

If forensic-specific facilities, such as secure rooms for sensitive interviews or specialized forensic assessment tools, are not available on-site, the institution must ensure access to such facilities through partnerships or ad hoc arrangements. This ensures that intern Counselling Psychologists can engage in comprehensive forensic assessments and interventions as part of their training.

### **1.4. Training Programme**

A complete exposition of the proposed training programme for intern Counselling Psychologists must be provided. The main fields of emphasis, including forensic psychology, should be clearly outlined, along with an indication of the staff who will be involved in the training. The duration of each aspect of the programme must be specified.

The training programme should include dedicated modules or components that focus on forensic psychology, covering forensic assessments, report writing, and providing expert testimony. The use of psychometric tests and assessment tools in forensic contexts should be integrated into the broader training, ensuring that interns gain practical experience in these areas.

The psychological tests listed in the internship programme must comply with:

- The Board's policy on the classification of psychometric measuring devices, instruments, methods, and techniques (Form 208); and
- The Board's list of tests classified as psychological tests (Form 207).

Intern Counselling Psychologists must be granted 22 working days of annual leave.

The following should serve as a guideline:

Activity	Description	Approximate portion of the internship
Psychological assessment of children, adolescents and adults.	This includes interviews and psychometric testing; psychometric scoring; and the accurate interpretation and integration of data from intake interviews, records, psychometric assessments, and other sources for diagnosis, case conceptualization, and recommendations. This also includes writing reports and providing verbal feedback. The use of psychometric assessment procedures must be in accordance with Form 207 and 208. Forensic assessments should also be included, providing interns with experience in conducting assessments relevant to legal contexts. The provision of career assessment and counselling is included in these activities.	20%
Counselling or psychotherapy of children, adolescents and adults	Application of counselling or psychotherapeutic interventions of a preventive, developmental, and remedial nature, for children, adolescents, and adults, within the scope of practice of counselling psychology. This may include individual, couple, family, and group counselling and psychotherapy. Intern counselling psychologists must be provided with opportunities to work with people experiencing developmental and adjustment problems, psychological crises, trauma, mild-to-moderate mental and behavioural disorders, people infected or affected by HIV, and those involved in forensic contexts.	35%
Psychoeducation or community and public health interventions or advocacy	This includes interventions designed for groups and communities to prevent or delay psychological problems, reduce the negative impact of these problems, and/or promote health and well-being. This may also include interventions to support and enable vulnerable groups to express their views and concerns, access information and services, and defend and promote their rights. Forensic-related advocacy and psychoeducation, particularly in understanding the psychological aspects of legal processes, should also be considered.	20%
Internship training programme and supervision	Personal moulding, mentoring, and training to develop their knowledge, skills, and professional identity as counselling psychologists should be provided to intern counselling psychologists to ensure a sound theoretical and ethical underpinning for all their professional activities. Proper supervision of the work of intern Counselling Psychologists is	10%

	essential and must be exercised by a registered Counselling Psychologist with at least three (3) years of experience. Supervision should also include exposure to forensic cases where applicable. Quarterly feedback must be provided to the intern Counselling Psychologists and the supervising University. An intern Counselling Psychologist should exit the programme as a competent professional who can practice ethically in the South African context.	
Ethical and professional conduct	Relevant legislation, ethics, and professionalism should be an integral part of the entire programme. This includes an understanding of the ethical challenges specific to forensic contexts, such as confidentiality, dual relationships, and the management of legal obligations.	10%
Other professional activities	This can include additional exposure in assessment and/or intervention, or any other areas relevant to the practice of Counselling Psychology that the internship site is able to accommodate, including, but not limited to, practice management, psycho-legal work, research, and/or consulting. Exposure to forensic psychology, such as writing forensic reports or providing expert testimony, should be included where possible.	5%

### **1.5. Collaborating University Departments**

An indication must be provided, along with supporting documents, of which University Department(s) will develop the programme for the training of intern Counselling Psychologists in collaboration with the institution concerned. These departments should have the capacity to deliver training in all core areas of Counselling Psychology, including forensic psychology. If the university does not have in-house forensic expertise, it should establish partnerships with external forensic professionals or institutions to ensure that interns receive comprehensive training in this area.

## **2 OBLIGATIONS**

Institutions seeking accreditation must declare their willingness to allow the Professional Board to inspect their facilities for training in loco, or to have these inspected under the Health Professions Act 56 of 1974, Section 60, both before and after recognition. The institution must also declare its preparedness to collaborate with the Psychology Departments of appointed Universities to develop and implement a comprehensive work

programme for prospective intern Counselling Psychologists, including provisions for forensic training where applicable.

The institution is further required to draw up progress reports on interns on a three-monthly basis, including assessments of their exposure to and competence in forensic psychology, where applicable. These reports must be made available to the Professional Board upon request.

Counselling Psychology internship programmes, progress reports on interns, and the requirements set out by the Professional Board will form the basis of any inspection of facilities by the Board, which may occur before or after the recognition of the institution for intern Counselling Psychologist training. Additionally, compliance with Form 160 (the policy regarding intern Counselling Psychologist training) is mandatory.

### **3 CONTACT DETAILS**

All applications for accreditation, together with the attached Checklist for Individualised Counselling Psychology Internship Programmes should be submitted to the Manager of the Professional Board of Psychology via email at [psychology@hpcsa.co.za](mailto:psychology@hpcsa.co.za) or sent to P.O. Box 205, Pretoria, 0001 for consideration by the Board.