

## Authority

This standard has been approved by the Australian Health Workforce Ministerial Council on 31 March 2010 pursuant to the *Health Practitioner Regulation National Law (2009)* (the National Law) with approval taking effect from 1 July 2010.

## Summary

A requirement of annual renewal of registration is participation in a Board-approved program of continuing professional development (CPD).

Registered psychologists have a responsibility to ensure that they continue to maintain, enhance and extend their knowledge and skills throughout their working lives. Consumers also have an expectation that registered psychologists providing professional services do so in a competent and contemporary manner.

## Scope of application

This standard applies to all registered psychologists. It does not apply to practitioners who have student registration, provisional registration and non-practising registration.

A registered psychologist who has been registered for less than 12 months at the time of application for renewal of registration or endorsement must have accumulated the minimum number of CPD hours for every month of registration. For example, 30 hours per year equates to 2.5 hours per month.

## Requirements

1. An applicant for renewal of registration or endorsement must declare that he or she has completed the minimum requirements of the CPD standard, in the previous 12-month registration period, that applies to his or her registration category.
2. A registered psychologist must complete a minimum of 30 hours of CPD activities annually. Of these 30, a minimum of 10 hours must be peer consultation and 10 hours are recommended to be 'active' CPD activities.
3. As a general guide, CPD activities should be relevant to the psychologist's area of professional practice and have clear learning aims and objectives that meet the individual's requirements.
4. A registered psychologist is required to develop a learning plan based on a self-assessment of skills and knowledge, which ascertains areas for development or improvement and enhances life-long learning.

Professional development activities selected should:

- a) be outcome focused
  - b) seek to ensure continued competence in the psychologist's area of practice
  - c) seek to ensure activities have contributed to the quality of a psychologist's practice, which results in the maintenance of high-quality client services.
5. A registered psychologist must maintain an up-to-date CPD portfolio that includes:
    - a) a learning plan, as previously described, which also includes desired outcomes
    - b) how the CPD relates to the psychologist's professional development; and
    - c) all CPD activities undertaken.
  6. In addition to the CPD portfolio, where applicable, registered psychologists are required to retain any receipts, tax invoices or certificates of attendance to verify participation in CPD activities.
  7. Registered psychologists may participate in a professional development program through their professional society or an equivalent program; however, participation in these programs must meet the minimum requirements of this standard.
  8. Portfolios that are maintained for alternate programs, and contain the information required in this standard, will be accepted by the Board.
  9. Random audits of registered psychologists will be undertaken annually. A registered psychologist will be notified in writing that he or she has been selected for audit and will be required to submit their CPD portfolio and evidence of participation in CPD activities.

## Requirements during the first year of national registration

The Board recognises that not all registered psychologists transitioning to the national register have been subject to CPD requirements. Accordingly, the initial period for complying with the requirements of this standard will be from 1 July 2010 until 30 November 2011 (i.e. the Board will apply the standard to applications for renewal from November 2011).

## Exemptions

1. Special circumstances:
  - a) An applicant for renewal of registration who wishes the Board to consider an application for

partial exemption from this standard, due to ill health, maternity/paternity leave or other special circumstances, must submit a request in writing to the Board prior to the expiry of registration for the Board's consideration. The submission must include the nature of the special circumstance and the period of time during the previous registration period for which an exemption is being requested.

### Failure to comply with this standard

1. In the event that a registered psychologist has failed to meet the requirements of this standard the Board may:
  - a) refuse to renew registration or endorsement; and/or
  - b) impose a condition on registration requiring the registered psychologist to successfully complete:
    - additional CPD activities within a specified period; and/or
    - further education; and/or
    - a period of supervised practice with a Board approved supervisor; and/or
  - c) require the registered psychologist to undergo a performance assessment; and/or
  - d) require the registered psychologist to undergo an examination; and/or
  - e) instigate disciplinary proceedings pursuant to Part 8 of the National Law or the relevant legislation applying to that jurisdiction.

### Definitions

**Continuing professional development** is the means by which members of the profession maintain, improve and broaden their knowledge, expertise and competence, and develop the personal qualities required in their professional lives.

**Peer consultation** means supervision and consultation in individual or group format, for the purposes of professional development and support in the practice of psychology and includes a critically reflective focus on the practitioner's own practice.

**Active CPD** refers to continuous professional development activities that engage the participant in active training through written or oral activities designed to enhance and test learning.

### References

Psychology Board of Australia Guidelines on CPD will be available on the Board's website.

### Review

This standard will commence on 1 July 2010. The Board will review this standard at least every three years.