

The Psychologists Board of Western Australia

APPLICANT'S PROGRAMME - ORGANISATIONAL PSYCHOLOGY Checklist of Specialist Skills and Knowledge

INTRODUCTION

Psychologists undertaking supervision for registration of the specialist title, Organisational Psychologist, must have completed a Board approved Masters degree in Organisational Psychology, or equivalent. A minimum of two years supervised practice is required for registration as an Organisational Psychologist. This Applicant's Programme details particular requirements of supervisors and supervisees, and the areas of professional and ethical conduct, assessment, intervention, and communication in which the supervisee is expected to be competent at the conclusion of the supervision period. The Programme should be implemented in conjunction with the general Supervision Guidelines for Specialist Title.

REQUIREMENTS OF ORGANISATIONAL PSYCHOLOGY SUPERVISORS DURING THE TWO YEAR SUPERVISION PERIOD

1. It is the supervisor's responsibility to ensure supervisees have adequate knowledge of relevant research, theory and policy before intervention.
2. It is the supervisor's responsibility to ensure supervisees have access to and make use of appropriate assessment instruments in order to ensure that a comprehensive and appropriate examination is undertaken of an organisation's status.
3. It is the supervisor's responsibility to bring to the supervisee's attention in supervision any limitations of competence, ethical difficulty, personal bias or aspect of personal development in the supervisee that the supervisor perceives to be affecting the supervisee's professional development and/or professional application.
4. Supervisors are expected to offer sufficient supervision opportunities such that the competencies outlined in the following programme (points 2 to 4) can be examined on a regular basis. Supervisors are expected to keep weekly documentation
5. Over the period of supervision, it is expected that supervisors will directly observe where possible the supervisee's assessment and intervention skills.

REQUIREMENTS OF ORGANISATIONAL PSYCHOLOGY SUPERVISEES DURING THE TWO YEAR SUPERVISION PERIOD

Supervisees are expected to develop the capacity for continuing self-appraisal and appropriate consultation over the supervision period. In particular they are expected to:

- (1)
 - (a) Identify the limit of their competence in any given situation and consult with their supervisor regularly with regard to their competence.
 - (b) In consultation with their supervisor arrive at a mutually agreed upon course of action where competence is limited.
 - (c) Implement the agreed upon course of action (which may include seeking other professional opinion).
- (2)
 - (a) Identify broader areas in which they require continuing professional development.
 - (b) In consultation with their supervisor arrive at a plan to develop these areas.
 - (c) In consultation with their supervisor monitor their progress in these areas and readjust the plan as necessary.

INSTRUCTIONS FOR SUPERVISORS

Each standard of practice should be rated as:

C	Competency Attained
S	Satisfactory Progress
U	Unsatisfactory Progress (Needs specific attention)
NA	Not Applicable

SUPERVISOR: _____

SUPERVISEE: _____

PERIOD ASSESSED: _____

Rating			
C	S	U	NA

1. ETHICAL FRAMEWORK AND PROFESSIONAL CONDUCT

- 1.1 Familiarity with law and conventions relevant to the Applicant's professional practice and work settings including those governing:

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- (a) The practice of psychology:
Psychologists Registration Act
- (b) Discrimination (direct and indirect and affirmative action)
Human Rights and Equal Opportunity Commission Act 1984 (WA)
Equal Employment Opportunity Act 1984 (WA)
ILO Convention 111 - Discrimination (Employment and Occupation)
ILO Convention on elimination of racial discrimination 1973
ILO Convention on Civil and Political Rights 1973
Race Discrimination Act 1975 (Cwth)
Sex Discrimination Act 1984 (Cwth)
Affirmative Action (Equal Opportunity for Women) Act 1976 (Cwth)
Disability Discrimination Act 1992 (Cwth)
Crimes Act 1914 (Cwth) - in relation to spent convictions
Spent Convictions Act 1988 (WA)
- (c) Privacy and FOI
Privacy Act 1988 (Cwth)
Freedom of Information Act 1995 (Cwth)

Rating			
C	S	U	NA

- (d) Duty of Care
Occupational Health and Safety Act 1985 (Cwth)
Occupational Health Safety and Welfare Act 1986 (WA)
Trade Practices Act 1974 (Cwth) - sections 52 and 53b
Workers Compensation and Rehabilitation Act 1981 (WA)
Trade Practices Act (WA) 1996
- (e) The Public Service
Public Sector Management Act 1994 (WA)
- (f) Industrial Relations
Industrial Legislation Amendment Act 1995 (WA)
Industrial Relations (Workplace Agreements) Act 1995 (WA)
Workplace Relations Act 1996 (Cwth)

1.2 Conduct consistent with Professional Codes and relevant professional aspects of working independently as an organisational psychologist including:

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|---|--|--|--|--|--|
| (a) Cognisance of APS Code of Ethics and other relevant ethical codes | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> </tr> </table> | | | | |
| | | | | | |
| (b) Understanding how ethical principles are used to guide professional practice | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> </tr> </table> | | | | |
| | | | | | |
| (c) Awareness of the implications of contracted fee for service arrangements for professional and ethical practice (eg negotiating mutually acceptable processes, timelines, outcomes and appropriate remuneration) | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> </tr> </table> | | | | |
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| (d) Clear and consistent use of informed consent procedures and confidentiality agreements | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> </tr> </table> | | | | |
| | | | | | |
| (e) Accurate representation of credentials, competence, personal limitations and vested interests that may affect client relations | <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> </tr> </table> | | | | |
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Rating			
C	S	U	NA

1.3 Competent in the specialist aspects of working independently as an organisational psychologist:

- (a) Ability to clearly delineate the functions of an Organisational Psychologist in various settings
- (b) Capacity to work as a scientist practitioner, engaging knowledge in relevant psychological and social areas
- (c) Demonstrated appreciation of the systems implications, activities and interventions
- (d) Knowledge of the roles of other professions and the ability to work effectively and collaboratively with other professionals
- (e) Maintenance of knowledge and skills appropriate for the work setting and the speciality through participation in professional development activities
- (f) Knowledge of areas of psychology relevant to the specialist area (eg social psychology of work, ergonomics and human factors, marketing and consumer behaviour, selection, training and evaluation, relevant policy development, analysis and evaluation and team effectiveness)

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2. ASSESSMENT

2.1 Administration, interpretation and integration of a range of assessment devices:

- (a) Interviews and organisational review methodologies (surveys, questionnaires and focus groups)
- (b) Experimental and applied research, job analysis and job evaluation
- (c) Psychological tests including those for measuring cognitive abilities, aptitudes, skills, interests, personality, values and motivation

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Rating			
C	S	U	NA

2.2 Knowledge and competence with assessment devices which include:

(a) Selection of appropriate assessment techniques or instruments with proper consideration of issues of reliability and validity

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(b) A variety of interview formats

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(c) Psychometrics and test construction

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(d) Behavioural observation and functional analysis (as appropriate)

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2.3 Competence in formulation procedures, including information from context of referral, interview, assessment information, diagnosis and providing the indications for interventions.

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3. INTERVENTION

3.1 Ability to work as a scientist practitioner to:

(a) Draw knowledge from a wide range of intervention procedures (eg team building, job redesign, survey feedback)

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(b) Draw from appropriate knowledge background of research and evaluation

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(c) Design or select appropriate intervention

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(d) Design monitoring and feedback mechanisms within intervention processes

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(e) Evaluate outcomes appropriately

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3.2 Competence in the skilful application of intervention Processes:

(a) Understanding intervention processes (engaging, clarifying issues, contracting,

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Rating			
C	S	U	NA

	diagnosing, implementation, maintenance, monitoring, evaluation termination)				
(b)	Identifying relevant contextual factors (eg policies, legislation, technological advances) relevant to task and setting and identifying stakeholders likely to be affected by intervention				
(c)	Clearly identifying the relevant 'clients' or stakeholders and their position and interest within the intervention context				
(d)	Exercising high level diagnostic skills by clarifying issues and being able to identify issues beyond those 'presenting'				
(e)	Documenting interventions and reporting strategies, processes and outcomes in a form useful to client				
(f)	Forming positive working alliances with a variety of clients				
(g)	Being able to intervene dynamically and appropriately at the level of the individual, group and organisation				
(h)	Providing consultative services to other professionals regarding problems relevant to Organisational Psychology				
(i)	Demonstrating experience over a substantial number of the interventions listed in the brochure 'The APS College of Organisational Psychologists'				

4. COMMUNICATION

4.1 Competence in oral and written communications:

(a)	Ability to communicate adequately with clients, within the profession, with other professionals and with the general public				
(b)	Capacity to appear as an expert witness,				

Applicant's Programme - Organisational Psychology
Checklist of Specialist Skills

Rating			
C	S	U	NA

including knowledge of Court systems,
 presentation in Court and relevant policies and
 practices.

- (c) Ability to write adequate psychological reports
 for a range of audiences.

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- (d) Ability to write competent organisational
 psychology reports for the legal system.

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- (e) Ability to keep appropriate records detailed
 notes appropriate for the requirements of
 professional setting

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COMMENTS

Please provide any comments on supervisee's performance, particularly where a rating of "U" or "NA" has been given:

Item No.	Comments

SUPERVISOR

SUPERVISEE

DATE

DATE