



Submission checklist for assessment case report

Profession: **Psychology**

To be completed by the principal supervisor and the provisional psychologist. Please attach this submission checklist to the *Case report submission form - CSSF-76*.

Provisional psychologist's details

Name

Registration number

Criteria	Confirm included
A. BACKGROUND	
Reason for referral	
• States reasons for the referral, referral source and context of referral.	Yes <input type="checkbox"/> No <input type="checkbox"/>
• States the number of sessions and dates of client contact.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Presenting problem	
• Identifies and describes presenting problems and symptoms (mood, affect, cognition, behaviour) or organisational issues in sufficient detail to support the development of a formulation and diagnosis.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Relevant history	
• Includes relevant demographic details.	Yes <input type="checkbox"/> No <input type="checkbox"/>
• Identifies relevant background information (client or organisation history).	Yes <input type="checkbox"/> No <input type="checkbox"/>
B. ASSESSMENT	
Preliminary assessment of symptoms and risk	
• Includes information regarding client's current symptoms or issues at presentation.	Yes <input type="checkbox"/> No <input type="checkbox"/>
• Risk factors are discussed or assessed and report states how any identified risks are managed (if indicated).	Yes <input type="checkbox"/> No <input type="checkbox"/>
Observations at interview	
• Describes client's presentation at interview, behavioural observations, demeanour, current mental state.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Assessment findings	
• Describes assessment methods and any appropriate tests that have been selected for assessment.	Yes <input type="checkbox"/> No <input type="checkbox"/>
• Provides a brief rationale for assessment method and tests.	Yes <input type="checkbox"/> No <input type="checkbox"/>
• Assessment methods and tests have been used and interpreted appropriately.	Yes <input type="checkbox"/> No <input type="checkbox"/>
• Includes a summary of results and correctly integrates this information within the context of the overall assessment.	Yes <input type="checkbox"/> No <input type="checkbox"/>
C. ANALYSIS AND DIAGNOSIS	
Formulation	
• Identifies the predisposing vulnerabilities, precipitating (triggers), perpetuating (maintaining) and protective factors.	Yes <input type="checkbox"/> No <input type="checkbox"/>
• Develops a case formulation that integrates factors that account for the client's presenting problem or target behaviour.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Discussion of evidence based theories	
• Discusses relevant evidence-based theories and models, including how these inform diagnosis, formulation and intervention delivery.	Yes <input type="checkbox"/> No <input type="checkbox"/>

Diagnosis

- Provides formal diagnosis using standard diagnostic/classification systems relevant to the area of practice (organisational diagnosis must be based on psychological tools and processes). Yes No
- Includes discussion about whether symptoms meet all diagnostic criteria using examples from the client's presentation (or organisational diagnosis must be justified); if a diagnostic classification system is used, the intern must demonstrate their ability to establish whether each of the diagnostic criteria for each of these have been met; if a diagnostic classification system is not employed, the intern must indicate which system or framework is being used and justify how the diagnosis has been derived. Yes No
- If a formal diagnosis is not made, provides reason for this decision. Yes No
- Explores differential diagnoses providing reasons for inclusion or exclusion. Yes No

D. RECOMMENDATION

- Suggests possible courses of future evidence-based interventions and plans which are realistic given the experience of the provisional psychologist, the complexity of the issues, and the number of sessions available for treatment. Yes No

E. EVALUATION AND REFLECTION**Evaluation of assessment process**

- Provides discussion on the validity and reliability of the assessment process and results. Yes No

Personal reflection on case report

- Provides a personal reflection on the case, including lessons learnt and how practice might be modified in light of the experience. Yes No

F. REFERENCE LIST

- Reference list provided in APA format, including references to tests used. Yes No